

7. Specific Responses/Exceptions to the Specifications (continued)

SEC   NUM   SUB   BUL

- |    |   |                  |  |
|----|---|------------------|--|
| V  | 1 | 16 <sup>th</sup> | <b>AutoPROCESS</b> has the ability to make adjusting entries but not as described here.                                      |
| V  | 2 | 3 <sup>rd</sup>  | If the <b>AutoPROCESS</b> system (hardware) fails the cashiering system also will be down.                                   |
| VI |   |                  | No Touch Screen is available.  |
| VI | 3 | 2 <sup>nd</sup>  | <b>AutoCITEs</b> do not have an infra-red port.  |
| VI | 3 | 4 <sup>th</sup>  | <b>AutoCITEs</b> use NiCad not Lithium Ion batteries. Flash memory is also used so a backup Lithium battery is not required. |
| VI | 3 | 8 <sup>th</sup>  | <b>ETEC</b> configures the <b>AutoISSUE</b> software.  |
| VI | 3 | 11 <sup>th</sup> | Handhelds (ours or others) cannot be loaded totally without some user intervention.  |

## V. SYSTEMS TRAINING, SUPPORT, MAINTENANCE and IMPLEMENTATION

### A. Systems Training and Support

#### AutoCITE Specific Training

**ETEC** will provide on-site training for up to two days during the installation and test of the system. After the initial start-up, additional training and assistance will be available as required at the request of the Agency based on our hourly rate. The cost for training in the full operation of the **AutoCITE** System is detailed above. **ETEC** believes training should be segmented into three areas which should be completed during the same week as the final installation and test of the system. This will allow **ETEC** to provide maximum technical and management resources at **NO COST** to the Agency. Assuming all interface programming, testing, and initial training are completed in our office, with the assistance of the Agency staff via telephone, installation in the Agency should be minimal as far as time and staffing are required. On-site training will begin after the delivery of citations and envelopes, and after the system PC has been installed and the phone line for the support modem is installed.

We have installed 100s of small, medium and large agencies over the last fourteen years with the normal training and installation lasting 1-2 days and then into live production on the 2nd or 3rd day. The systems are easy to learn and most officers adapt very quickly. As for examples with larger agencies, in **Metro-Dade County, Florida**, the Parking Violations Center is the main control center for **148 AutoCITEs** distributed to eight (8) different issuing agency locations, issuing **800,000 citations annually**. For one of these agencies, the Miami International Airport, we trained over **130** officers and supervisors on Saturday and Sunday (two sessions each day) and went live on Monday morning. In **Milwaukee, Wisconsin** where seven (7) police district stations have workstations on the **ETEC** Network, with **48 AutoCITEs** issuing **about 800,000 citations each year**, we trained over **60** officers and supervisors in two days, installed the PCs at the seven districts and went live on the third day. In addition, during the same week, we trained another **140 police department personnel** on the **AutoPROCESS** System. On a smaller scale this same implementation would be used at any police department, parking department and court, distributing the handhelds in what ever configuration you desire.

#### AutoPROCESS Specific Training

**ETEC** will provide on-site training for two to five days during the installation and test of the system. After the initial start-up, additional training and assistance will be available as required at the request of the Agency based on our hourly rate. We very **STRONGLY** recommend, if the Agency operates **AutoPROCESS** in-house, that

the Agency send the primary staff person who will be responsible for this program to our office in California for two days of uninterrupted training. Our experience has shown us that Agency staff members are too distracted when conducting on-site training and the learning environment is not conducive to the best results. By doing the training this way we can cut the on-site training to only one staff person from **ETEC**. The travel costs to the Agency are the same but with more beneficial results.

### **Parking Control Officer Training**

The morning of the first day will be devoted to a general session to be attended by PO/TOs, analysts, supervisors and managers. A complete overview of all aspects of the system will be demonstrated (2 hours). After the introduction session the hand-held operations will be more fully demonstrated specifically to the PO/TOs. Training on all applications and functions of the **AutoCITE** will be reviewed, from the beginning of the daily shift, issuance of citations, and downloading and charging the unit at the end of the shift. Hands-on practice will be completed by all PO/TOs to familiarize them with unit operations. By dividing the total group to be trained in half a 5 to 1 ratio for the hands on and field training can be achieved.

During the afternoon of the first day PO/TOs will go into the field for actual application and practice with the **AutoCITEs**. Accompanied by **ETEC** personnel, all facets of operation will be demonstrated (real or test citations may be issued at the discretion of the Agency). At the end of the shift PO/TOs will be joined by analysts and supervisors to go through the unloading, reporting and charging operations.

### **Analysts and Supervisors**

On the second day, if needed, another general training session will be held for the first hour. Questions from the first day will be discussed and unit operations will be reviewed and clarified. Following this meeting PO/TOs will go into the field for daily patrol with the **AutoCITEs**. The remainder of the day will be used for training the analysts and/or supervisors in the operations relative to the **AutoISSUE** Host PC System and interface with **AutoPROCESS** or the Agency processing system. **ETEC** training personnel will be available to assist in the field. The 2nd day will be a repeat of the 1st day routine, with the second half specifically and general extra assistance for all.

Procedures will be discussed for the merging of the **AutoCITE** operations with the existing manual processing flow. Logistics and the daily Host Computer schedule will be developed assigning specific tasks of downloading and uploading the data files to and from the **AutoISSUE** Host PC System. Production of daily reports will be reviewed (already defined in the pre-test phase), implemented and tested.

### Agency Systems Staff

Concurrently with the first two days of training with the Agency staff, an **ETEC** engineer will be completing final installation of the system and testing the interface (already programmed and tested) with the Agency systems. During this testing the Agency systems personnel will be trained on all aspects of the **AutoISSUE** Host PC System, (and the **AutoPROCESS** System if applicable) and the data transfer between the two systems. Those individuals assigned this responsibility should be involved from the beginning of the project. With this training the Agency systems staff will then be able to provide complete systems and operational backup for the Agency staff. Again it is **STRONGLY** recommended that this training be conducted at the **ETEC** offices.

While **ETEC** staff can be available for two full days of training we must stress the user friendliness and smooth operation of the complete system. We have found through prior experience that a complete and thorough understanding of the entire system is possible with less than two full days of training when groups are less than twenty. The Agency may elect to discontinue start-up training after a certain level of confidence is attained with regard to the operations of the system. The remaining portions of the time (1 - 2 days) will be allocated to the training of finance personnel on all applications of the **AutoISSUE** Host PC System. Of course with multiple locations this training may need to be revised and expanded once the needs of each location are further identified.

### Customer Support and Training

In addition to normal operational staffing, and the Project Manager, **ETEC** will provide a designated representative, who will be charged with the on going responsibility of management of the Agency processing and collection contract and operations. This account representative will provide the Agency consulting services in all areas of comprehensive parking management, such as citation construction and design, on street and off street parking space allocation management, and space turnover statistics and surveying.

**ETEC** will provide on-site training during the installation and start-up of the system. After the initial start-up, additional training and assistance will be available as required at the request of the Agency based on an hourly rate. In the service center option ongoing training will be provided at no extra charge. On-site pre-installation inspection is not necessary but can be provided if paid for by the Agency.

### Inspection of Work in Progress

The Agency Project Director or Project Manager or their designee will be permitted to inspect any and all of the work by **ETEC** pursuant to all of the terms as set forth in the RFP and the proposed agreement.

#### **B. AutoCITE Installation and Test**

**ETEC** proposes to complete the installation and testing for the project in three (3) distinct phases: **AutoCITE** pre-test; **ETEC** facility training and interface programming and testing; and final Agency installation of both the **AutoCITEs** and the **AutoISSUE** Host PC System.

#### AutoCITE Start-Up Pack

Immediately after selection and contract execution **ETEC** will send **AutoCITE** start-up material to the Agency for preparation of the documentation needed to implement the systems and begin training at the **ETEC** facility.

#### ETEC Facility System Set-Up

During this phase **ETEC** and Agency staff will finalize software development and citation design for ordering citations from the printer, for which the normal lead time is about **SIX (6) WEEKS**. All other installation and testing, assuming we receive all information required from the Agency, will be completed while waiting for citations to be delivered. Final installation, testing and training will be scheduled to correspond with the expected citation delivery. Manual citations now being issued by the Agency can be processed prior to and concurrently with **AutoCITE** citations. Manual citations will always be used in the future by police officers who only write a few during a shift.

**Note: With new client activity extremely high for our AutoCITEs and AutoISSUE Systems we are projecting 6-8 weeks for delivery and AutoPROCESS Systems are 8-10 weeks, after all paperwork is finalized and our Purchase Order Acceptance Letter has been issued.**

#### Issuing Agency Installation

Installation and final testing at the Agency will be planned and coordinated as much as possible with the delivery of citations from the printer and run concurrently with the Agency staff start-up training. This will require only finishing touches and actual equipment placement in the designated areas. All of the system software installation and testing will have already been completed at the **ETEC** office.

## C. **Systems Documentation, Warranty and Maintenance**

### **Documentation**

The **AutoCITE** Operators Manual will be delivered at the initial start-up meeting along with all warranties and software license agreements to be executed by the appropriate Agency officials. Source code can be placed into an escrow account with all costs paid by the Agency.

### **AutoCITE Warranty**

The **AutoCITE** Systems have a full warranty for the first year which includes firmware, all hardware and all software. If the **AutoCITE** should need repair the Agency staff need only call our support group and give them the last citation number issued on the machine. A new **AutoCITE** will be serialized and mailed next day (48 hour) delivery. Upon receipt begin using the new **AutoCITE** and return the one in need of repair.

With this type of full warranty, and 48 hour replacement, the Agency will avoid the need to buy extra units for backup while waiting for repairs. Since the new unit will be delivered the next day, after notifying the service group, production will not be lost due to out-of-service units. In addition, return of the unit needing repair can be done within the Agency's own staffing priorities.

### **Maintenance Agreements**

After the warranty period, a maintenance contract which, guarantees 48 hour replacement, is available on the **AutoCITEs** at \$350 per unit per year. If the Agency should decide to lease the **AutoCITE** Systems, instead of purchasing, all maintenance and complete warranties are included as part of the lease price. Warranty and full maintenance are included as part of the service center, at no additional charge, for the term of the agreement. Office hours are 8:00AM to 5:00PM. Phone (760) 945-9893. **We do have an office in Michigan to take 7:00 AM (EST) calls, as well as INTERNET ACCESS for FILE TRANSFERS and ON-LINE SUPPORT.**

### Equipment by Other Manufacturers

If the Agency purchases IBM or compatible PC/Server equipment for the Host Computer then warranties and maintenance of such equipment must be provided by the original manufacturer. If the Host Computer is leased through **ETEC** the warranty and maintenance will be coordinated by **ETEC**. All other hardware must be maintained by each vendor through annual maintenance agreements with them.

### Software Enhancements and Version Updates

If the Agency purchases the system, and also purchases other systems for later expansion, updates and enhancements to those systems would also require purchase. If the Agency leases the systems from **ETEC** all version changes and enhancements to the software by **ETEC** will be made available to the Agency at no additional charge during any lease period or subsequent renewal. Actual costs for these software enhancements or hardware upgrades will be paid by the client. **ETEC** would prefer to coordinate all on-going services to the Agency, regardless of whether the hardware is purchased or leased. Source code is not available to the client but it can be placed into an escrow account for your protection.

Recently we made major software enhancements to the **AutoCITEs**, the **AutoISSUE** Host PC System and the **AutoPROCESS** System at no cost to our current clients. We also include a 56 BPS Modem with our **AutoCITE** Systems (at no additional charge) for software and hardware support and enhancements; so version changes can be updated and transmitted the same day if required. Software releases are made available to clients at no cost as long as they are under warranty or a current maintenance agreement. Hardware enhancements are also made available for only the cost of labor and materials to make the upgrade.

### **D. Implementation Schedule for AutoCITE Systems**

The **AutoCITE** Systems can be shipped immediately upon receipt of your order. It will take about 4-6 weeks, as stated several times in this proposal, to print the citations after we have had client approval on the artwork. While we are waiting for the citations our staff will complete all software for your Agency. Training will be scheduled to correspond with the delivery of citations. As described in the overview section we believe this project to be divided into five (5) phases. We will assume (only for this section) that the Agency will choose the **AutoCITE** System with the ticket processing to be on **AutoPROCESS** operated by Agency staff. **AutoCITE** will be installed based on the phases discussed below. Conversion and enhancement phases will be completed as described below and revised after discussions with Agency staff.

# Installation and Implementation Schedule - Systems

Milestone (Weeks)	1	2	3	4	5	6	7	8
Vendor Selection								
Startup Pack Mailed								
AGENCY Data Requirements								
Citation Design								
Conversion Analysis and Planning								
Citation Order& Delivery (4-6 week lead time)								
PHASE 1								
AutoISSUE Software Approval								
AutoPROCESS Software Approval (Agency staff person to ETEC for 1-3 days)								
AGENCY Installation & Training								
Completion of Data Conversion								
Parallel Testing								
Delivery of Documentation								
Full Warranty and Continuing Maintenance								
PHASE 2								
AutoCITE sent to AGENCY for pre-test								
PHASE 3								
ETEC Project Manager - 2 to 5 days								
ETEC Engineer - 1 day (if no Agency staff to ETEC prior)								
PHASE 4								
PHASE 5								



### Timetable for Tasks - Systems (Personnel Assigned)

TASKS	Staffing Hours		
	AGENCY	ETEC	TOTAL/TASK
AGENCY Data Requirements			
Technical staff	8	8	
Operational & Mgmt staff	8		24
AutoISSUE Software		8	8
AutoPROCESS Software		8	8
AGENCY Software Approval			
Technical staff	8		
Management staff	8		
Operational testing	40		56
Citation Design	8	8	16
Conversion Analysis and Planning	8	8	16
Citation Order & Delivery		2	2
AutoISSUE/AutoPROCESS Interface		8	8
AGENCY Installation & Training			
AGENCY PO/TOs and Mgmt Staff	16		16
AGENCY Operations Staff	40		40
ETEC Project Manager - 2 to 3 days		16	16
ETEC Engineer - 1 day		8	8
ETEC Training Staff - 2 to 5 days		40	40
Parallel Testing	40	20	60
<b>TOTAL HOURS</b>	<b>184</b>	<b>134</b>	<b>318</b>

## **E. Service Center Project Control Plan**

### **Deliverables List**

After executing an agreement with the agency (Day 1) a general meeting will be scheduled with all of the users and their operational personnel. A list of start-up procedures will be distributed to each department. A follow-up meeting will be scheduled with each agency to implement the start-up procedures and go over all documentation and forms. This process can be completed within thirty (30) days. Listed below are the items to be delivered and the scheduled time planned for delivery.

#### **User Documentation (Day 10)**

The **AutoCITE** Operators Manual will be delivered at the initial start-up meeting along with a list of information required for follow-up.

#### **Training Manual and Batch Forms (Days 11 - 30)**

At follow-up meetings with each department, start-up information will be received from agency personnel and the Training Manual and Batch Forms will be reviewed (see Attachments).

#### **Reports (Day 31)**

The courier schedule will be implemented immediately after start-up approval by the agency, and as agreed upon at the initial group meeting. After implementation of the courier pick-ups of citations and dispositions the monthly reports will be generated and delivered as part of this schedule. This reporting and delivery schedule should be in place and operating the beginning of the first full month. By the 15th day after the close of the first full processing month the monthly reports will be delivered for the first time. After this date all reports will be delivered on time based on specified times from the RFP as listed below (see Attachments for similar samples).

### **System Start-up**

Both **AutoISSUE** and **AutoPROCESS** subsystems for the **AutoCITE System** can be installed and implemented at the Agency location normally within 4-6 weeks, as previously stated, if they are purchased or leased. The **AutoPROCESS** subsystem can be implemented as a service as soon as an agreement has been executed. We anticipate having the service fully operational by the end of the first 30 day period. Any required hardware and software, such as the **AutoCITE System** or PCs will be delivered on a schedule developed and agreed upon at the time the agency implementation meetings are held. **See Note in set-up section above.**

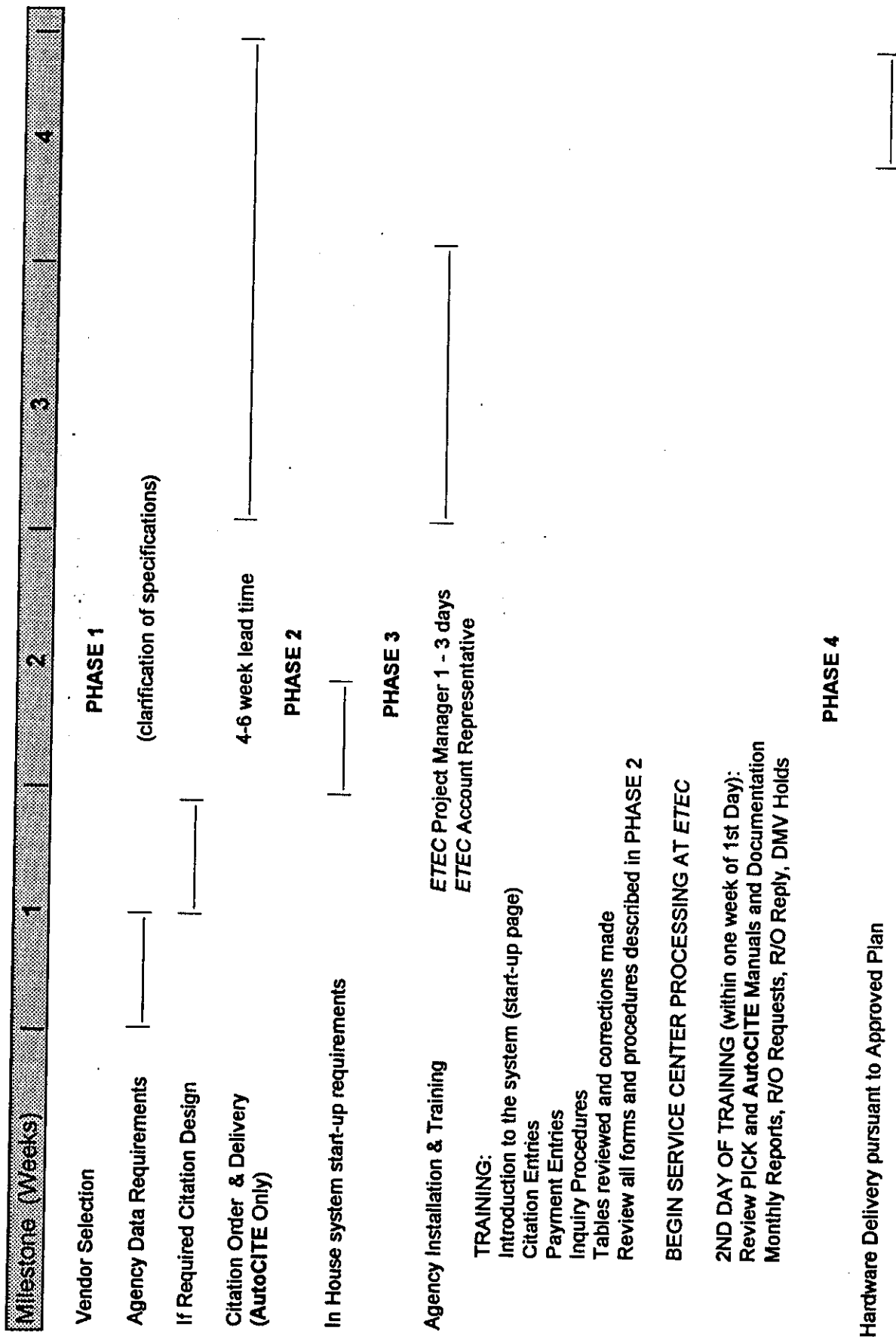
### **Gantt Milestone Charts**

An Implementation Schedule for the **AutoISSUE** and **AutoPROCESS** subsystems is provided on the preceding pages. **ETEC** assumes for this section the agency has selected the base service center operation with the intention of identifying hardware for delivery after start-up, and clarification and selection of subsystems as the operations proceed.

### **Detailed Work Plans Timetable for Implementation Tasks**

A Timeable of Tasks for the **AutoISSUE** and **AutoPROCESS** subsystems is also provided on the preceding pages. Tasks described and explained on these charts correspond to the phases as listed. Much of the success and time associated with the implementation tasks and the total project's day to day processing is critically dependent on the positive cooperation of Agency staff involved with processing the citations. Specific tasks for each phase are discussed in the preceding portions of this section. For this section **ETEC** assumes your Agency has selected the base service center operation and the Tasks Timetable is defined accordingly.

# Implementation Schedule - Service Center



# **Timetable for Tasks - Service Center (Personnel Assigned)**

TASKS	Staffing Hours		
	AGENCY	ETEC	TOTAL/TASK
<b>PHASE 1</b>			
Agency Data Requirements			
Technical staff	2	8	
Operational & Mgmt staff	2	8	20
Citation Design	8	8	16
Citation Order & Delivery		2	2
<b>PHASE 2</b>			
In-House Start-up		4	4
<b>PHASE 3</b>			
Agency Operations Meetings			
Technical staff	8	8	
Management staff	2	2	20
Installation & Training			
ETEC Project Manager 1 - 3 days		8 - 24	
ETEC Account Representative - 2 days		2	10
<b>PHASE 4</b>			
Hardware Installation	?	?	?
<b>TOTAL HOURS</b>	<b>22</b>	<b>50</b>	<b>72</b>

## **Service Center Items Requested For 1st Implementation Meeting:**

The below listed items should be prepared for the initial start-up meeting to be held at the agency

- List of the Key personnel names and positions
- Officer names and ID#s
- Bail or Penalty schedule
- Penalty structure and step process
- Days to delinquency and notice
- List of streets and parking lots
- Client address for payments
- DMV requester code
- DMV court code
- Procedure currently used for reception of monthly tape
- Letter from client to DMV notifying of vendor processing
- Sample parking citation
- Sample of current notice used if any
- Approval on use of our notices and forms
- Method for citation numbers and prefixes if any
- Previous method of prefixes and citations now on DMV hold
- Backlog processing decision

## **ETEC Service Center In-House System Start-Up Requirements:**

- Order Agency Specific computer hardware and take delivery
- Establish bank account if a collection client
- Establish P.O. Box of collection account
- Install and test hardware
- Build and Load Client System Account
- Create client operating accounts and passwords
- Create client tables
- Enter first batch of citations
- Run edit listing and error corrections
- Post citation batch to the data base
- Pick-up lockbox for processing and deposit
- Enter first batch of payments and dispositions
- Run edit listing and error corrections
- Post payment batch to the data
- Run SOC / SOL / SAC / SAL reports
- Start-up instruction page specific to Agency

## **VI. ADDITIONAL DATA**

### **A. VENDOR CERTIFICATIONS**

**ETEC** is prepared to comply with any and all of the vendor certification requirements of this RFP/IFB. Specific documents which require completion will be processed upon notification.

#### **Affirmative Action Plan**

Enforcement Technology, Inc. shall practice affirmative action regarding employees and applicants. Applicants considered for employment shall not be discriminated against with regard to race, color, religion, sex, ancestry, age or national origin.

Employees considered for promotion, transfer, layoff, and compensation shall be judged by employee's performance and not by race, color, creed, age, sex or national origin.

**ETEC** does not maintain any segregated or separate facilities that would treat individuals differently in any manner. This policy is intended to be fair and impartial to all employees.

#### **Non-Collusion Certification**

**ETEC** certifies it has not, nor has any of its agents, officers, representatives, or employees been guilty of collusion with any officer or representative of the **City of Fort Lauderdale** or with any other party or parties in the submission of this proposal; nor has **ETEC** received any preferential treatment by any officer or employee of the **City of Fort Lauderdale** in the matter of making or submitting this proposal. The undersigned (following page) declares under penalty of perjury the foregoing is true and correct.

#### **Insurance Certificates and Performance Bonds**

**ETEC** will deposit, upon execution of an agreement, with the Agency a certificate of insurance which will evidence that **ETEC** has in full force and effect a comprehensive general liability policy protecting **ETEC** and the Agency from liabilities in the amounts of not less than \$1,000,000 combined single limit. The Agency will be endorsed as an additional insured on said policy and said policy will contain a provision that the same cannot be CANCELED without at least thirty (30) days written notice to the Agency.

Performance or Fidelity Bonds will be posted as required but the fees for such coverage will be passed on to the Agency. We do not include these fees (3% of the bond amount) in our prices because we **DO NOT** want to penalize most of our clients who do not require this coverage. Performance Bonds must be for an "annual contract" and our bonding company must have the right not to renew the bond.

**ETEC** will meet any **RFP/IFB** requirements for an Agency Business License, Local or State Sales or Use Taxes, but the cost of such license, state or local taxes, or any other recurring fees will be the responsibility of the department operating our systems. **ETEC** will bill this department accordingly.

### Confidentiality of Information

All reports, information, data files, and tapes furnished or produced by the processing of parking citations shall be confidential. Such information shall not be made available to any individual or organization without the prior written approval of the Agency. **ETEC** will insure compliance with all appropriate state and federal regulations pertaining to the confidentiality of information.

## **B. ACCEPTANCE of CONDITIONS**

### Proposal Certification and Compliance

I hereby certify that the contents of this proposal are completely in compliance with all the requirements of the **RFP/IFB** and the terms and conditions.

This proposal complies with all mandatory requirements of the **RFP/IFB**. In the event of any ambiguity or lack of clarity, the response is intended to be in compliance.

**ETEC** is not involved in any current litigation and has no pending litigation.

This proposal is an irrevocable offer which shall remain in full force and effect until 180 days after proposal due date.

  
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Gary E. Ward, Ph.D.  
President  
*Enforcement Technology, Inc.*

July 11, 2000



## C. OTHER DATA

### Financial Statement and Contract

**ETEC** does provide Audited Financial Statements. This financial information will be provided upon request. Contract samples can also be provided upon request.

### Exceptions

**ETEC** takes no exception to any specification or requirement of this RFP/IFB.

### Documentation

The total documentation package associated with this proposal includes the following items:

#### 1. AutoCITE Operations Manuals

One copy of the **AutoCITE** Operations Manuals will be delivered with the system, as well as one floppy disk containing the **AutoISSUE** and **AutoPROCESS** Host Systems with on-line documentation.

#### 2. AutoCITE to Agency Host Interface Documentation

All of the source code developed for the interface of the **AutoCITE** Systems and the Agency mainframe processing software, which is deemed property of the Agency under this contract will be suitably structured and commented for easy modification and maintainability, and delivered to the Agency. If **AutoPROCESS** is selected full documentation will also be provided.

### 3. AutoCITE Agency Specific Source Code (USER.AGS)

**AutoCITE** agency software, which will be specific to the operating and issuing format for the Agency issuing agencies, will be documented, delivered and licensed to the Agency. The Agency cannot own the source code. However, the source code to the **AutoCITE System** can be placed in an escrow account. The fees for this account must be paid by the Agency.

### 4. AutoCITE Proprietary Software

Operating software hardcoded into the firmware of the **AutoCITEs** is proprietary and copyrighted by **ETEC**. The version of this software developed specifically for the Agency can be placed on deposit in an escrow account, with the **AutoCITE** and **AutoISSUE** and **AutoPROCESS** Host SubSystems, the fees for such account must be paid for by the Agency. Provisions will be made in any subsequent agreements, entered into as a result of this RFP and proposal process, so as to protect the availability of the software to the Agency and to protect proprietary rights of **ETEC**.

### Summary

**ETEC** would like to thank the **City of Fort Lauderdale** for your interest in our company and giving us the opportunity to provide this proposal.

As a contract engineering company, and a public agency service center, we are very comfortable with requirements very similar to those presented by the Agency. Very frequently we work within a loosely defined specification that evolves into more exact requirements as progress is achieved. On the other hand we are accustomed to working with very tightly specified criteria, such as an agency **RFP** or **IFB**, which may also change as the project progresses. We pride ourselves on this ability while producing the finest quality products within budget and on schedule.

Our background in hardware design and software development, coupled with the advanced design of the **AutoCITE Systems**, and our understanding of service center operations and the parking industry, makes us uniquely qualified to accomplish all the requirements in the **RFP/IFB**.

If there are any questions concerning any portion of this proposal and quotation please don't hesitate to contact us.

## Enclosures

- **AutoCITE (AutoISSUE) Brochures & Sample Citations**
- **AutoISSUE System Reports**
- **AutoISSUE Agency Specific Source Code (AGENCY.AGS)**
- **AutoISSUE Interface Control Document and  
Data Entry File Formats**
- **AutoCITE License, Warranty and Maintenance Agreements**
- **AutoISSUE Special Function Subsystems**
- **ETEC Client Payback Reports and Client Letters**
- **ETEC Supplies List**
- **AutoPROCESS Brochure**
- **AutoPROCESS and AutoPARK Management Reports**
- **AutoPROCESS Interface and Importation Baseline Specifications**
- **Out-of-State Collections Reports and Statistics**
- **Service Center Batch Forms**
- **POS Cashiering System**
- **Sales Brochures and Articles**
- **"Ticket to the Future" - Video (5 Min)**

## **AutoCITE (AutoISSUE) Brochures**

***ENFORCEMENT TECHNOLOGY, INC.***

## Series T

**UNIVERSITY OF MICHIGAN  
PARKING VIOLATION  
CITATION**

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I declare under the penalties of perjury that all the statements below are true to the best of my information, knowledge and belief.

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The issuing officer, based on personal investigation, has reason to believe that the vehicle described below is the one cited below.

# AutoCITE

[illegible]

City of Chicago  
PARKING VIOLATION NOTICE  
AutoCITE

# Series

[illegible]

# AutoCITE™ Automated Citation Issuance Systems

# SPECIFICATIONS

## Series D

- CPU: INTEL 80C188 CMOS
- Display: 2 Lines x 24 characters LCD Super Twist
- Printer: 40 Column Dot Matrix, Impact
- Keyboard: 55 keys; 26 alpha, 14 numeric/punctuation 10 cursor/edit control and 5 function keys
- Citation Forms: Pre-printed, fan-folded, perforated flat packs — 2.25" wide and 6" long
- Environment:
  - 20 to 140 degrees F, operational;
  - 30 to 160 degrees F, storage
- Weight: 2.00 lbs
- Size: 9.25" x 3.0" x 2.5"
- Surface mount technology with audible alarm

## Series T

- CPU: INTEL 80C188 CMOS
- Display: 4 Lines x 20 characters LCD Super Twist
- Printer: 80 Column, Thermal (scalable fonts)
- Keyboard: 60 keys; 26 alpha, 16 numeric/punctuation 12 cursor/edit control and 6 function keys
- Citation Forms: Pre-printed, fan-folded, perforated flat packs — 4.38" wide and 7.33" long
- Environment:
  - 20 to 140 degrees F, operational;
  - 30 to 160 degrees F, storage
- Weight: 2.75 lbs
- Size: 9.6" x 4.5" x 2.3"
- Surface mount technology with audible alarm

# CAPACITIES

	Series D	Series T
• Memory (static RAM or Flash)	1 MB (to 4 MB)	2 MB (to 8 MB)
• Forms (blank citations) per pack	75	75
• Hotsheet (licenses, plate, persons, permits)	75,000 ( to 1,000,000)	75,000 ( to 1,000,000)
• Stored citations (memory)	1,000	1,000
• Standard make list	1,000 +	1,000 +
• Standard model list	1,000 +	1,000 +
• Standard color list	1,000 +	1,000 +
• Standard violation, description bail list	1,000 +	1,000 +
• Location list (blocks, streets, lots, descriptors)	1,000 +	1,000 +
• Stored remarks (2+ lines of 40–80 char. each)	1,000 +	1,000 +
• Non printed remarks (2+ lines of 40–80 char. each)	1,000 +	1,000 +

## Operational Characteristics

- Tough plastic case, no cover required
- User-friendly keyboard (no shift-key entries required)
- Time/date calendar clock
- Automatic citation serialization
- Single keystroke entry for violation, make, model, color, streets and remarks
- Concurrent printing
- Multiple copies optional (25–30 seconds/copy)
- Automatic hotsheet search
- Hotsheet search only mode
- Automatic power-down mode after 1 minute of inactivity (Up to a month shelf life with full data retention)
- Low battery detection and automatic shutdown
- Greater than 16 hours (300–400 tickets) continuous operation with 5–8 hours for a full recharge
- Serial communications link to IBM PC or compatible
- Upload of citation information and download of hotsheet, violation, description and bail schedules as well as the time and date automatically during recharging
- Multiple violations per citation

## Special Features

- Non-volatile (flash) data storage
- User replaceable batteries
- Backlighting display and keyboard
- Top of form sensor
- User adjustable display & print contrast

## Options

- Memory expandable to 4 MB (Series D) or 8 MB (Series T)
- Magnetic stripe reader (T)
- BARCODE reader capability (T)
- OCR characters formatting (T)
- 2D Barcode reading (T)

## Special Functions

- |                                  |                                |
|----------------------------------|--------------------------------|
| • Parking Citations              | • Traffic Tickets              |
| • Special Enforcement Hotlists   | • Transit Violations           |
| • Time Limit Marking             | • Code Enforcement             |
| • Empty Space Inventory          | • Field Interviews             |
| • Permit/License Cross Reference | • False Alarm Responses        |
| • Broken Meter Reporting         | • Abandoned Vehicles           |
| • Damaged Sign Reporting         | • Magnetic Stripe for Dr. Lic. |
| • Officer Activity Logging       | • Barcode Printing             |
|                                  | • Tourist Information          |

# OTHER PRODUCTS & SERVICES

- |                    |   |   |
|--------------------|---|---|
| <b>AutoPROCESS</b> | — | <b>Automated Citation Processing &amp; Collection Systems</b> |
| <b>AutoBOOT</b>    | — | <b>Palma Auto-Boot Vehicle Immobilization Systems</b>         |
| <b>AutoALARM</b>   | — | <b>Automated False Alarm Management System</b>                |

# ENFORCEMENT TECHNOLOGY, INC.

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Irvine, CA 92618  
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**Northern California Service Center**  
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FAX  
(613) 9326-9915

**South America**  
(541) 454-3954  
or  
(541) 382-2203

# AutoISSUE™

## Automated Citation Issuance System

### TICKET TO THE FUTURE

The manual procedure of issuing citations is as tedious as it is old. Ticket books, carbon copies, illegible scribbling and the writer's cramp are all by-products of the handwritten citation. Yet another manual process, keypunching the information into the data processing equipment, must be performed after the citation is issued. These steps contribute to errors, job dissatisfaction, and costs related with citation management.

AutoCITE can eliminate these problems, streamline your system, reduce operating costs and increase your revenues; bringing your **parking citation and traffic ticket systems** into the computer age. It's your perfect ticket to the future.

### TRULY PORTABLE

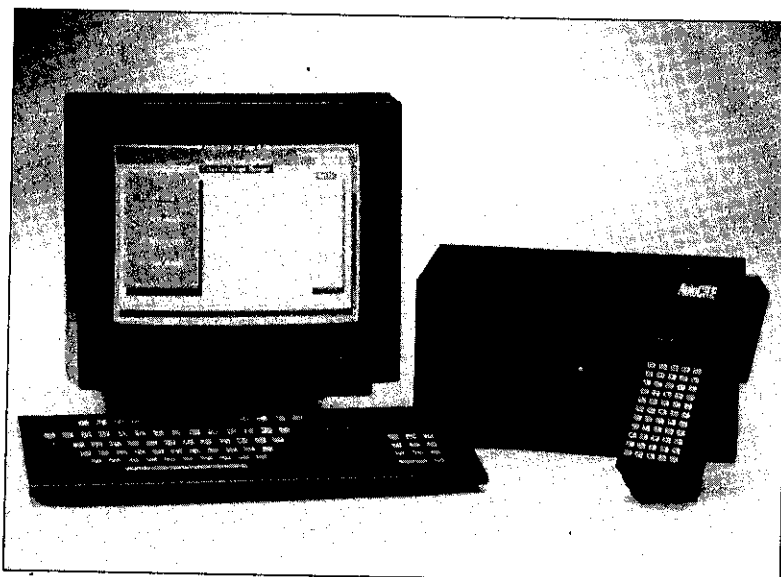
The AutoCITE computer is entirely portable. Weighing approximately two pounds, it contains an easily readable two-line by 24-column display, or a 4-line 20-column display; a 55-position or 60-position keyboard; a 40-column or 80-column printer, with data storage for 1,000 citations and batteries to power the entire unit. It's extremely easy to use, easy to learn and it **won't slow you down**. AutoCITE prompts operator data entry allowing users to become proficient with minimal training. It fits comfortably in one hand while data is entered via the keyboard with the other hand. There's no bulky shoulder harness or weighty printer packs to haul around. The need to return to the vehicle for a printed copy is eliminated with this truly portable computer.

### EFFICIENT DATA ENTRY

Issuing a citation is greatly simplified by AutoCITE's user-friendly operating system. The tedium of repetitious entries is eliminated, printing the time, date, and citation number automatically. Other constant information such as officer name and ID, issuing agency and geographical codes are entered only once at the beginning of a shift. A password is used for security against unauthorized use.

Single keystrokes are all that are necessary for choosing the violation, description and penalty data. Streets, make, model and color are selected from a standard list by one or two keystrokes. AutoCITE anticipates the entry and selects from stored lists by matching the characters typed by the operator and completing the remainder of the word, but doesn't restrict you to only the words from the list. AutoCITE will print multiple violations per citation or ticket as well as Barcodes.

Direct entries such as the location and license are easy since there is **no 'shift key'** requirement.



### AUTOMATIC TICKET NUMBERING

AutoCITE contains a REAL TIME clock and calendar and prints the **correct** time of day, the day of the week, and the date. This eliminates the necessity for the officer to enter date and time and eliminates the associated errors.

A ticket range manager provides for the management and control of ticket numbers, which are then automatically and sequentially assigned by the AutoCITE in field. With this capability, there no longer is the problem of missing ticket numbers or tickets out of sequence.

The AutoCITE also has the capability to print the **ticket number and agency code or other data in BAR CODE GRAPHICS**, on the ticket.

### SCOFFLAW SEARCH AND CONCURRENT PRINTING

After entry of the license and state data, thousands of 'hot-sheet' licenses are scanned automatically for habitual offenders, stolen vehicles, or scofflaws. This feature is also accessible without issuing a ticket, in a **"Search Only"** mode.

AutoCITE prints concurrently with data entry. No need to wait for the hard copy, it's ready virtually as soon as the operator has finished entering data.

Citations are preprinted, fan-folded and perforated. They are designed to your specifications and bundled in packages of 75 for easy insertion into the AutoCITE.

### RELIABLE TRANSFER TO THE DATA PROCESSING EQUIPMENT

At shift end, data is electronically transferred to the data processing computer by connecting a telephone style cord to the AutoCITE. Ticket information is unloaded into any DOS/Windows compatible computer. New hotsheet data, violations, descriptions and penalty schedules can be downloaded to the AutoCITE. A log of the issued tickets is automatically printed, and all this happens while the batteries are being recharged. 100 citations are unloaded in 30 seconds.

## SYSTEM DEVELOPMENT

Since 1985 police and parking departments (from Ann Arbor to Alaska and Argentina to Australia) have been using the **AutoCITE System** for issuing parking citations. In 1989 California was introduced to the new enhanced **Traffic Ticket System** as an integral part of the AutoCITE System.

Upon completion of the initial system conceptual approval was received from the **California Supreme Court Judicial Council**. The **City of Livermore Police Department** (Alameda County) started issuing Judicial Council approved traffic tickets (moving violations) on March 1, 1990. The Traffic System has now also been installed in Los Angeles and Stockton, California. The **Los Angeles County Sheriff's Department** uses AutoCITEs on the metro Blue Line light-rail train system to issue "Notices to Appear" for transit violations. The **County of San Diego agencies** have also implemented a Traffic System. The **Stockton Police Department** uses both systems: Traffic Officers (car and motorcycle) use the Traffic System. Parking Enforcement Officers use the Parking System and the citations are then transmitted to the **ETEC Parking Enforcement Center** where we provide the citation processing and collection on-line to the **California Department of Motor Vehicles**. Alameda County has expanded the AutoCITE Traffic System to include the Alameda, Fremont, Newark and Union City Police Departments. In 1995 the Transit System was installed at the MTA in Baltimore and the Traffic System was installed in Brownsville, Texas.

## TRAFFIC TICKET SYSTEM

In addition to the **Traffic Ticket** function the AutoCITE Traffic System also includes the capability for issuing **Parking Citations** and **Field Interviews** with the same AutoCITE. Since this AutoCITE is functionally built around the moving violation it has been designed with more functional capability in mind to do other short form reports such as a **Code Enforcement**, **False Alarm Response Notice**, and **Abandoned Vehicle Report**, or any other short form report as suggested by the agency. Numerous features provide ease of use and efficiency for the officers.

## COURT INFORMATION

The AutoCITE is programmed with a date calculation routine and will **automatically schedule an "ON or BEFORE" court appearance date and time**. The AutoCITE also performs a calculation on birthdate and determines if the violator is a juvenile and, if appropriate, **automatically re-assigns a juvenile court appearance**. All this information is printed on the ticket including the court name and address.

## DRIVERS LICENSE INFORMATION

In the case of the drivers license information, the officer will enter the drivers license number, expiration date, name, date-of-birth, weight, and other identifying characteristics. Pre-stored information for the officer to choose

from is issuing state, class of license, address information, sex race, height, weight, eye and hair color. **If using the Magnetic Stripe Reader option, this information is automatically captured from the encoded magnetic strip on the back of the new California Drivers License – in a fraction of a second.**

The AutoCITE can be pre-stored with a "hotsheet" to alert the officer for "Wants or Warrants" which are keyed to the drivers license# and/or name. If the drivers license or drivers name is on the hotsheet, the AutoCITE will sound an audible tone and a message indicating that a warrant exists for this drivers license or name. The officer can then take appropriate action.

## BENEFITS FOR ALL DEPARTMENTS

The AutoCITE system provides benefits for all those involved in the processing cycle of the traffic ticket, from the time the ticket is issued, to the time that it is processed and adjudicated.

The **PATROL OFFICERS** gain benefits with the ease-of-use of the AutoCITE as well as eliminating errors by no longer using handwritten techniques for ticket issuance. As the AutoCITE prompts the officer to select pre-stored information, the process becomes **fast and simple – an officer can generate a traffic ticket in 1 to 3 minutes**. Redundancy is also eliminated. Special Enforcement features include the ability of the AutoCITE to notify the officer or a **warrant** for a driver as well as a **stolen vehicle**.

The **POLICE DEPARTMENT ADMINISTRATION SECTION** is no longer required to key the data to the agency computer, file tickets, maintain ticket files, and search for mis-filed tickets etc. The "paper-shuffling" and clerical tasks are eliminated. Reports no longer have to be manually prepared or obtained from the mainframe. All ticket information is electronically stored on the PC and reports can be generated very quickly and easily – including printing a copy of the ticket.

The **COURTS** gain substantial benefits from the AutoCITE System. Since the information is captured in the AutoCITE, uploaded to a PC, then electronically transferred to the court, **there is no need for court personnel to key in the information to the court's mainframe**. This can represent a tremendous cost saving in elimination of illegible hand-writing results in great time savings of court personnel. Again, since everything is electronic, processing time is also greatly reduced.

## Special Functions

- Parking Citations
- Special Enforcement Hotlists
- Time Limit Marking
- Overnight Parking
- Permit/License Cross Reference
- Broken Meter Reporting
- Empty Space Analysis
- License Plate Inventory
- Activity/Log Reporting
- Damaged Sign Reporting
- Tourist Information
- Traffic Tickets
- Transit Violations
- Code Enforcement
- Field Interviews
- Meter/Location Matrix
- Abandoned Vehicles
- Witness Forms
- Magnetic Stripe for Dr. Lic.
- Barcode Printing
- Meter/Location Matrix
- Animal Violations
- Warnings Tracking

## ENFORCEMENT TECHNOLOGY, INC.

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E-Mail: [ETEC@AutoCITE.com](mailto:ETEC@AutoCITE.com)



## CITATION TYPE AND PAPER SAMPLES

### BARCODE STANDARD PAPER

#### CITY OF LAS VEGAS NOTICE OF PARKING INFRACTION

You are in violation of the City of Las Vegas Municipal Code. The specific violation and amount due are indicated below.

You must respond within 30 days by (1) paying the penalty amount or (2) responding to the Department of Business Activity to request a hearing date.



CITATION: 001000122 Day: FRI  
Time: 12:48 Date: 12/04/98  
Officer: BEI ID: 000  
Agency: PARKING DEPT Beat: CENTRAL

Loc: 800 GILBERT  
Viol: 22522 CUC  
Desc: BLOCKING HANDICAPPED ACCESS  
FINE: \$ 200.00  
Metric: 1111

Lic: 123ABC  
St: CA Permit: 5555  
Exp: 08/98 Color: RED BLU  
Make: DAI Model: 2 DOOR  
VIN#: \_\_\_\_\_  
Remark1: BLOCKING PEDES. ACCESS  
Remark2: TWO MIN. PASSENGER LOADING

You may pay the amount due by mail.  
CITY OF LAS VEGAS  
MUNICIPAL PARKING PROGRAM  
P.O. BOX 98535, LAS VEGAS, NV 89193-8535  
See Reverse Side

### 1 VIOLATION STANDARD PAPER

#### PARKING VIOLATION

Citation: P20000009  
Time: 10:34 Date: 03/02/00  
Officer: MICE ID: 001  
Agency: PARKING SERVICES  
Loc: 03 11TH ST  
Viol: 640  
Desc: METER VIOLATION  
Fine: \$10.00  
After 15 Days: \$15.00  
Meter Number: 100

Lic: 123ABC  
State: WA PERMIT:  
Exp: 12/00 Color: GRN  
Make: CHEV Model: SEDAN

#### REMARKS

VIN COVERED  
VIN COVERED

#### PARKING VIOLATION

### 2 VIOLATIONS RITE-IN-THE-RAIN WEATHER PROOF PAPER

#### CITY OF SEATTLE PARKING CITATION

The Municipal Court of Seattle  
P.O. Box C-34109, Seattle, WA 98124-1109

After 15 days you must pay an additional twenty dollar default for overtime and repeated overtime and a twenty-five dollar default for all other violations.

Citation: P1234589  
Time: 17:31 Date: 08/28/98  
Officer: BEI ID: 000  
Agency: PARKING SERVICES  
Loc: 555 ELM ST  
Viol: 617  
Desc: LESS THAN 15' FROM CROSSWALK  
Fine: \$20.00  
After 15 Days: \$25.00

Lic: 123ABC  
State: CA PERMIT:  
Exp: 05/99 Color: BLK  
Make: ACUR Model: 4 DOOR

#### RETURN THIS COPY

See Reverse Side

# CITATION THERMAL PAPER SAMPLES

## STANDARD THERMAL PAPER

COSTA MESA

### CITY OF MILWAUKEE PARKING VIOLATION

The officer listed below certifies that the vehicle listed below was unlawfully parked/stopped/standing at the listed location in violation of Milwaukee Vehicle Code(s) listed.



### PARKING VIOLATION

Citation: 227500195 Dist: 7  
Date: THU APR 30, 1998 Time: 12:36 PM

License: Plate Type:  
State: Permit:  
Exp: Color:  
Make: CHEV Body Type: 2 DOOR  
VIN: Not Visible

Loc: 5000 WISCONSIN AVE  
Officer: BEI Payroll No: 000  
Agency: MILWAUKEE PD Work Loc: 73

Via: 740  
SNOW EMERGENCY

If paid within 10 days:	\$25.00
If paid after 10 days, but within 28 days:	\$30.00
If paid after 28 days, but within 58 days:	\$35.00
If paid after 58 days:	\$45.00

WINTER REGULATION STREET RI:MA:KS

Can be perforated along the side to provide a violator's receipt.

Window envelopes can also be provided.

### SAMPLES

PARKING - TOP COPY  
TRAFFIC - BOTTOM COPY

TO PAY BY PHONE or FOR INFO CALL 344-0840

# PARKING CITATION ENVELOPE SAMPLES

WINDOW ENVELOPES CAN  
ALSO BE PROVIDED

- If using this envelope, be sure to:
1. Print your name, address and Parking Citation Number on the lines provided.
  2. Enclose check or money order for the correct amount.  
**DO NOT MAIL CASH.**
  3. Please write parking citation number on check or money order.
  4. Enclose parking citation. Seal, **stamp** and mail the **envelope** without delay.
- For your convenience, this self-addressed envelope may be used for mailing your check or money order along with the parking citation received.

**PLEASE READ VERY CAREFULLY**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
CITATION NUMBER \_\_\_\_\_

PLACE  
STAMP  
HERE

**BE SURE TO ENCLOSE THE CITATION WITH YOUR REMITTANCE**

**CITATION CENTER FOR UCD**  
P.O. BOX 1919  
DAVIS, CA 95617

**AutoCITE (AutoISSUE)  
System Reports**

***ENFORCEMENT TECHNOLOGY, INC.***

## Dade County FL.

Officer Log.... generated on 11/22/95 at 04:16:01 PM

Reported On: JOE

Report Range: 10/01/95 to 11/14/95

Data Type Reported on: PARKING

Officer:	ID:
JOE	3

Date:	Municipality:	Beat:
11/08/95	03	

Time:	Elapsed	Citation:	Location	Vio:	Fine Amount: \$	State:	License Plate:
-------	---------	-----------	----------	------	-----------------	--------	----------------

04:34 P		00006220	700 NW DE SOTO	0630-388.12	\$33.00	FL	4414445
04:35 P	0:01	00006238	700 NW DE SOTO	0630-388.12	\$33.00	FL	66SSMMG
04:35 P	0:00	00006246	700 NW DE SOTO	0630-388.12	\$33.00	FL	11TSS
04:36 P	0:01	00006254	700 NW DE SOTO	0630-388.12	\$33.00	FL	446644
04:37 P	0:01	00006262	700 NW DE SOTO	0630-388.12	\$33.00	FL	499464
04:38 P	0:01	00006270	700 NW DE SOTO	0630-388.12	\$33.00	FL	643122
04:39 P	0:01	00006289	700 NW DE SOTO	0630-388.12	\$33.00	FL	69946YYSM
04:40 P	0:01	00006297	700 NW DE SOTO	0630-388.12	\$33.00	FL	664512YYS

8	Sector Valid Totals	8	\$264.00
0	Sector Void Totals	0	\$0.00

Date:	Municipality:	Beat:
11/09/95	03	

Time:	Elapsed	Citation:	Location	Vio:	Fine Amount: \$	State:	License Plate:
-------	---------	-----------	----------	------	-----------------	--------	----------------

10:04 A		00009008	700 NW DE SOTO	0130-378b	\$18.00	FL	499977
10:20 A	0:16	00009016	700 NW DE SOTO	08 (FLORIDA S	\$32.00	FL	74456
10:26 A	0:06	00009024	700 NW DE SOTO	0130-378a	\$18.00	FL	777841
11:41 A	1:15	00009032	700 NW DE SOTO	08 (FLORIDA S	\$32.00	FL	4444YYYSS

4	Sector Valid Totals	4	\$100.00
0	Sector Void Totals	0	\$0.00

## Dade County FL.

Officer Log.... generated on 11/22/95 at 04:16:01 PM

Reported On: JOE

Report Range: 10/01/95 to 11/14/95

Data Type Reported on: PARKING

Officer:	ID:
JOE	3

Date:	Municipality:	Beat:
11/14/95	03	

Time:	Elapsed	Citation:	Location	Vio:	Fine Amount: \$	State:	License Plate:
-------	---------	-----------	----------	------	-----------------	--------	----------------

08:59 A		00009326	200 W JEFFERSON	0130-378c	\$18.00	FL	44556
09:00 A	0:01	00009334	200 W JEFFERSON	0130-378c	\$18.00	FL	99994664
09:01 A	0:01	00009342	200 W JEFFERSON	0130-378c	\$18.00	FL	44444
09:06 A	0:05	00009350	200 W JEFFERSON	0230-388.22	\$23.00	FL	99978
09:06 A	0:00	00009369	200 W JEFFERSON	0230-388.22	\$23.00	FL	99946
09:07 A	0:01	00009377	200 W JEFFERSON	0230-388.22	\$23.00	FL	664554
09:08 A	0:01	00009385	200 W JEFFERSON	0230-388.22	\$23.00	FL	997897
09:09 A	0:01	00009393	200 W JEFFERSON	0230-388.22	\$23.00	FL	9997878645
09:10 A	0:01	00009903	200 W JEFFERSON	0230-388.22	\$23.00	FL	9999964
09:11 A	0:01	00009911	200 W JEFFERSON	0230-388.22	\$23.00	FL	444444441
09:23 A	0:12	00009920	1900 E INGRAHAM	0230-379	\$23.00	FL	46666454
09:24 A	0:01	00009938	1900 E INGRAHAM	0230-379	\$23.00	FL	5556
09:25 A	0:01	00009946	1900 E INGRAHAM	0230-379	\$23.00	FL	6666644
09:26 A	0:01	00009954	1900 E INGRAHAM	0230-379	\$23.00	FL	664554
09:27 A	0:01	00009962	1900 E INGRAHAM	0230-379	\$23.00	FL	6664949
09:28 A	0:01	00009970	1900 E INGRAHAM	0230-379	\$23.00	FL	6664544
09:28 A	0:00	00009989	1900 E INGRAHAM	0230-379	\$23.00	FL	9946645
09:29 A	0:01	00009997	1900 E INGRAHAM	0230-379	\$23.00	FL	9997887
09:31 A	0:02	00010006	1900 E INGRAHAM	0230-379	\$23.00	FL	997846464
09:31 A	0:00	00010014	1900 E INGRAHAM	0230-379	\$23.00	FL	996668874
09:32 A	0:01	00010022	1900 E INGRAHAM	0230-379	\$23.00	FL	64977
09:37 A	0:05	00010030	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	4669978
09:38 A	0:01	00010049	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	331224
09:39 A	0:01	00010057	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	666494
09:40 A	0:01	00010065	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	646613YS
09:41 A	0:01	00010073	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	444551YS
09:42 A	0:01	00010081	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	555544YS
09:43 A	0:01	00010090	1800 N INDUSTRIAL	0130-378c	\$18.00	FL	67997

28	Sector Valid Totals	28	\$594.00
0	Sector Void Totals	0	\$0.00

40	Officer Valid Totals	40	\$958.00
0	Officer Void Totals	0	\$0.00

40	Report Valid Totals	40	\$958.00
0	Report Void Totals	0	\$0.00

## Dade County FL.

Officer Productivity.... generated on 11/22/95 at 04:16:56 PM.

Reported On: All Officers

Report Range: 10/01/94 to 11/14/95

Data Type Reported on: PARKING

officer:	ID:	Valid Cnt	% All Valid	Voids Cnt	% All Voids	% Valid
J ONZALEZ	105	160	4.64	0	0	100.00
I	000	158	4.58	0	0	100.00
BRUNDAGE	5915	44	1.28	0	0	100.00
CERRERA	102	25	0.73	0	0	100.00
J TORR	36	62	1.80	0	0	100.00
E BARRIOS	103	198	5.74	0	0	100.00
F ROMA	110	44	1.28	0	0	100.00
I DEN	515	4	0.12	0	0	100.00
H PICO	106	177	5.13	0	0	100.00
J WILLIAMS	10	233	6.76	0	0	100.00
I	3	40	1.16	0	0	100.00
JES	009	1	0.03	0	0	100.00
JONES	1223	1	0.03	0	0	100.00
JHELPS	34	247	7.17	0	0	100.00
	1	35	1.02	0	0	100.00
NYGREN	6482	44	1.28	0	0	100.00
ROBINSON	6002	38	1.10	0	0	100.00
POITIER	19	66	1.91	0	0	100.00
SCHLEIFER	523	627	18.19	0	0	100.00
VANNI	506	553	16.04	0	0	100.00
LEZ	502	472	13.69	0	0	100.00
SHINGTON	511	57	1.65	0	0	100.00
Y CHIONG	02	161	4.67	0	0	100.00
=====						
tal		3447		0		

## Dade County FL.

Violation Summary by Officer.... generated on 11/22/95 at 04:12:54 PM  
 Reported On: All Officers Report Range: 10/01/95 to 11/22/95  
 Data Type Reported on: PARKING

Officer:	BEI	JOE	JONES	JONES	M	All Officers
ID:	000	3	009	1223	1	
Vio:						
0130-378a	17	1	0	0	20	38
0130-378b	25	1	1	0	7	34
0130-378c	8	10	0	0	0	18
0230-379	10	11	0	1	0	22
0230-388	6	0	0	0	0	6
0230-388.22	9	7	0	0	0	16
0230-388.23	8	0	0	0	0	8
0230-388.24	1	0	0	0	0	1
0230-388.25	1	0	0	0	0	1
0230-388.26	1	0	0	0	0	1
0230-388.30	3	0	0	0	0	3
0330-388.10	10	0	0	0	0	10
0430-367	0	0	0	0	4	4
0530-447	4	0	0	0	0	4
0630-388.12	47	8	0	0	0	55
07(OTHER)	4	0	0	0	0	4
08 (FLORIDA S	18	2	0	0	4	24
=====						
Voided Violatio	0	0	0	0	0	0
Total	172	40	1	1	35	249



Dade County FL.

Violation Summary by Area.... generated on 11/22/95 at 04:14:00 PM  
 Reported On: All Officers Report Range: 10/01/95 to 11/22/95  
 Data Type Reported on: PARKING

-----		% of all Valid Vio: 0.80
Municipality: Beat:		% of all Void Vio: 0
01		% of all Fine Amount: 0.62
-----		

Vio:	Vio Description:	Fine Amount:	Late Amount:	Valid Cnt	%	\$	%	Void Cnt	%
0-378b	Parking in excess of time permitted on meter	18.00	45.00	1	50.00	18.00	43.90	0	0
0230-379	Parking improperly by not having front of vehicle ne	23.00	42.00	1	50.00	23.00	56.10	0	0
Area Totals:				2		41.00		0	

-----		% of all Valid Vio: 0.80
Municipality: Beat:		% of all Void Vio: 0
01 BEAT 02		% of all Fine Amount: 0.54
-----		

Vio:	Vio Description:	Fine Amount:	Late Amount:	Valid Cnt	%	\$	%	Void Cnt	%
0130-378b	Parking in excess of time permitted on meter	18.00	45.00	2	100.00	36.00	100.00	0	0
Area Totals:				2		36.00		0	

-----		% of all Valid Vio: 1.61
Municipality: Beat:		% of all Void Vio: 0
02 BEAT 02		% of all Fine Amount: 1.69
-----		

Vio:	Vio Description:	Fine Amount:	Late Amount:	Valid Cnt	%	\$	%	Void Cnt	%
030-388.10	Parking so as to obstruct traffic on street	28.00	47.00	4	100.00	112.00	100.00	0	0
Area Totals:				4		112.00		0	

## Dade County FL.

Violation Summary by Area.... generated on 11/22/95 at 04:14:00 PM  
 Reported On: All Officers Report Range: 10/01/95 to 11/22/95  
 Data Type Reported on: PARKING

% of all Valid Vio: 3.21

% of all Void Vio: 0

% of all Fine Amount: 3.64

Municipality: Beat:  
 02 BEAT 03

Vio:	Vio Description:	Fine Amount:	Late Amount:	Valid Cnt	%	\$	%	Void Cnt	%
0330-388.10	Parking so as to obstruct traffic on street	28.00	47.00	2	25.00	56.00	23.14	0	0
0630-388.12	Willfully obstructing traffic or endangering movemen	33.00	57.00	3	37.50	99.00	40.91	0	0
07 (OTHER)	TEST	23.00	42.00	1	12.50	23.00	9.50	0	0
08 (FLORIDA S	Florida Statutes Violation - See comments	32.00	32.00	2	25.00	64.00	26.45	0	0
Area Totals:				8		242.00		0	

% of all Valid Vio: 93.57

% of all Void Vio: 0

% of all Fine Amount: 93.51

Municipality: Beat:  
 03

Vio:	Vio Description:	Fine Amount:	Late Amount:	Valid Cnt	%	\$	%	Void Cnt	%
0130-378a	Parking after violation shows on meter	18.00	45.00	38	16.31	684.00	11.01	0	0
0130-378b	Parking in excess of time permitted on meter	18.00	45.00	31	13.30	558.00	8.99	0	0
0130-378c	Not parked within meter parking space	18.00	45.00	18	7.73	324.00	5.22	0	0
0230-379	Parking improperly by not having front of vehicle ne	23.00	42.00	21	9.01	483.00	7.78	0	0
0230-388	Parking in vehicle emergency zone	23.00	42.00	6	2.58	138.00	2.22	0	0
0230-388.22	Parking in passenger curb loading zone	23.00	42.00	16	6.87	368.00	5.93	0	0
0230-388.23	Loading passenger on curb loading zone for more than	23.00	42.00	8	3.43	184.00	2.96	0	0
0230-388.24	Parking in freight curb loading zone	23.00	42.00	1	0.43	23.00	0.37	0	0
0230-388.25	Parking in restricted parking zone	23.00	42.00	1	0.43	23.00	0.37	0	0
0230-388.26	Bus or taxicab parked in other than at bus stop or t	23.00	42.00	1	0.43	23.00	0.37	0	0
0230-388.30	Loading or unloading at angle to curb without requir	23.00	42.00	3	1.29	69.00	1.11	0	0
0330-388.10	Parking so as to obstruct traffic on street	28.00	47.00	4	1.72	112.00	1.80	0	0
0430-367	Parking without valid license plate	33.00	57.00	4	1.72	132.00	2.13	0	0
0530-447	Parking in a handicap space	150.00	150.00	4	1.72	600.00	9.66	0	0
0630-388.12	Willfully obstructing traffic or endangering movemen	33.00	57.00	52	22.32	1716.00	27.63	0	0

&lt;&lt; Continued on next page &gt;&gt;

Dade County FL.

Violation Summary by Area.... generated on 11/22/95 at 04:14:00 PM  
 Reported On: All Officers Report Range: 10/01/95 to 11/22/95  
 Data Type Reported on: PARKING

-----  
 Municipality: Beat: |  
03

% of all Valid Vio: 93.57  
 % of all Void Vio: 0  
 % of all Fine Amount: 93.51

Vio:	Vio Description:	Fine Amount:	Late Amount:	Valid Cnt	%	\$	% Void	Cnt	% Voids
-----									
<< Continued from previous page >>									
OTHER)	PUBLIC DISPLAY OF	23.00	42.00	3	1.29	69.00	1.11	0	0
08 (FLORIDA S	Florida Statutes Violation - See comments	32.00	32.00	22	9.44	704.00	11.34	0	0
=====									
Area Totals:				233		6210.00		0	

## Dade County FL.

Investigative.... generated on 11/22/95 at 04:15:27 PM

Reported On: DATE/LOCATION/PLATE

Report Range: 11/14/95 to 11/14/95

Data Type Reported on: PARKING

Date:	Location:	State:	License Plate:	Time:1	Time:2	Time:3	Time:4	Time:5	Time:6	Time:7	Time:8
11/14/1995	000 W 10TH	FL	3311611	09:01 A							
11/14/1995	000 W 10TH	FL	66797978	09:00 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	46666454	09:23 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	5556	09:24 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	664554	09:26 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	6664544	09:28 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	6664949	09:27 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	6666644	09:25 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	9946645	09:28 A							
11/14/1995	1900 E INGRAHAM BLVD	FL	9997887	09:29 A							
11/14/1995	200 W JEFFERSON BLVD	FL	44444	09:01 A							
11/14/1995	200 W JEFFERSON BLVD	FL	99994664	09:00 A							
11/14/1995	200 W JEFFERSON CIR	FL	444444441	09:11 A							
11/14/1995	200 W JEFFERSON CIR	FL	664554	09:07 A							
11/14/1995	200 W JEFFERSON CIR	FL	997897	09:08 A							
11/14/1995	200 W JEFFERSON CIR	FL	99946	09:06 A							
11/14/1995	200 W JEFFERSON CIR	FL	99978	09:06 A							
11/14/1995	200 W JEFFERSON CIR	FL	9997878645	09:09 A							
11/14/1995	200 W JEFFERSON CIR	FL	9999964	09:10 A							
11/14/1995	900 E 11TH WAY	FL	6664943Z	09:06 A							
11/14/1995	900 E 11TH WAY	FL	666669	09:11 A							
11/14/1995	900 E 11TH WAY	FL	997887	09:05 A							
11/14/1995	900 E 11TH WAY	FL	99978664	09:07 A							
11/14/1995	900 E 11TH WAY	FL	99978757	09:10 A							
11/14/1995	900 E 11TH WAY	FL	99999784	09:09 A							
11/14/1995	900 E 11TH WAY	GA	999787876	09:08 A							
11/14/1995	900 W ZULETA TRL	FL	6666794848	09:25 A							
11/14/1995	900 W ZULETA TRL	FL	99787844	09:26 A							
11/14/1995	900 W ZULETA TRL	FL	9988888	09:24 A							
11/14/1995	900 W ZULETA TRL	FL	999944	09:25 A							
11/14/1995	900 W ZULETA WAY	FL	555788	09:27 A							
11/14/1995	900 W ZULETA WAY	FL	666455554	09:28 A							
11/14/1995	900 W ZULETA WAY	FL	666666	09:30 A							
11/14/1995	900 W ZULETA WAY	FL	99997887	09:29 A							

Total: 34

## Dade County FL

Space Utilization.... generated on 11/27/95 at 08:39:00 AM

Reported On: DATE/LOCATION

Report Range: 11/17/95 to 11/18/95

Data Type Reported on: Empty Space Log

Date:	Location:	Time:	Empty Space Count:	Time:	Empty Space Count:
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11/17/1995	12774 N HARBOR DR	08:40 A	7	12:30 P	9
		02:27 P	6	04:17 P	5
		Average empty spaces for 11/17/1995 = 6.75			

11/17/1995	1900 NW CARMEL VALLEY RD	08:40 A	16	11:39 A	7
		03:03 P	20	05:40 P	19
		Average empty spaces for 11/17/1995 = 15.50			

11/17/1995	259 W WASHINGTON AVE	07:02 A	14	10:31 A	12
		12:18 P	16		
		Average empty spaces for 11/17/1995 = 14.00			

---

11/18/1995	12774 N HARBOR DR	08:55 A	2	12:42 P	11
		02:19 P	9	05:02 P	17
		Average empty spaces for 11/18/1995 = 9.75			

11/18/1995	1900 NW CARMEL VALLEY RD	08:09 A	22	11:24 A	17
		04:21 P	27		
		Average empty spaces for 11/18/1995 = 22.00			

11/18/1995	259 W WASHINGTON AVE	06:50 A	9	11:20 A	11
		01:41 P	14	06:13 P	29
		Average empty spaces for 11/18/1995 = 15.75			

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Dade County FL

Space Utilization.... generated on 11/27/95 at 08:39:15 AM

Reported On: LOCATION/DATE      Report Range: 11/17/95 to 11/18/95

Data Type Reported on: Empty Space Log

Location:	Date:	Time:	Empty Space Count:	Time:	Empty Space Count:
12774 N HARBOR DR	11/17/1995	08:40 A	7	12:30 P	9
		02:27 P	6	04:17 P	5
	Average empty spaces for 11/17/1995 =		6.75		
	12774 N HARBOR DR	11/18/1995	08:55 A	2	12:42 P
02:19 P			9	05:02 P	17
Average empty spaces for 11/18/1995 =		9.75			
Average empty spaces from 11/17/1995 to 11/18/1995 =		8.25			
1900 NW CARMEL VALLEY RD	11/17/1995	08:40 A	16	11:39 A	7
		03:03 P	20	05:40 P	19
	Average empty spaces for 11/17/1995 =		15.50		
	900 NW CARMEL VALLEY RD	11/18/1995	08:09 A	22	11:24 A
04:21 P			27		
Average empty spaces for 11/18/1995 =		22.00			
Average empty spaces from 11/17/1995 to 11/18/1995 =		18.29			
259 W WASHINGTON AVE	11/17/1995	07:02 A	14	10:31 A	12
		12:18 P	16		
	Average empty spaces for 11/17/1995 =		14.00		
	59 W WASHINGTON AVE	11/18/1995	06:50 A	9	11:20 A
01:41 P			14	06:13 P	29
Average empty spaces for 11/18/1995 =		15.75			
Average empty spaces from 11/17/1995 to 11/18/1995 =		15.00			

## Dade County FL

Investigative.... generated on 11/27/95 at 09:14:59 AM

Reported On: DATE/LOCATION/PLATE

Report Range: 11/14/95 to 11/14/95

Data Type Reported on: MARK MODE

Date:	Location:	State:	License Plate:	Time:1	Time:2	Time:3	Time:4	Time:5	Time:6	Time:7	Time:8
11/14/1995	000 W 10TH	FL	3311611	09:01	A						
11/14/1995	000 W 10TH	FL	332111	08:56	A						
11/14/1995	000 W 10TH	FL	344466666	08:58	A						
11/14/1995	000 W 10TH	FL	664646464	08:59	A						
11/14/1995	000 W 10TH	FL	6663322	08:56	A						
11/14/1995	000 W 10TH	FL	6664554	08:54	A						
11/14/1995	000 W 10TH	FL	6666699	08:57	A						
11/14/1995	000 W 10TH	FL	66797978	09:00	A						
11/14/1995	000 W 10TH	FL	7778841	08:53	A						
11/14/1995	100 E MADEIRA AVE	FL	46667997	08:57	A						
11/14/1995	100 E MADEIRA AVE	FL	64666644	08:56	A						
11/14/1995	100 E MADEIRA AVE	FL	77799464	08:54	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	331224	09:38	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	444551YS	09:41	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	4669978	09:37	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	555544YS	09:42	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	646613YS	09:40	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	666494	09:39	A						
11/14/1995	1800 N INDUSTRIAL CIR	FL	67997	09:43	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	46666454	09:23	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	5556	09:24	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	64977	09:32	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	664554	09:26	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	6664544	09:28	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	6664949	09:27	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	6666644	09:25	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	9946645	09:28	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	996668874	09:31	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	997846464	09:31	A						
11/14/1995	1900 E INGRAHAM BLVD	FL	9997887	09:29	A						
11/14/1995	200 W JEFFERSON BLVD	FL	44444	09:01	A						
11/14/1995	200 W JEFFERSON BLVD	FL	44556	08:59	A						
11/14/1995	200 W JEFFERSON BLVD	FL	99994664	09:00	A						
11/14/1995	200 W JEFFERSON CIR	FL	444444441	09:11	A						
11/14/1995	200 W JEFFERSON CIR	FL	664554	09:07	A						
11/14/1995	200 W JEFFERSON CIR	FL	997897	09:08	A						
11/14/1995	200 W JEFFERSON CIR	FL	99946	09:06	A						
11/14/1995	200 W JEFFERSON CIR	FL	99978	09:06	A						
11/14/1995	200 W JEFFERSON CIR	FL	9997878645	09:09	A						
11/14/1995	200 W JEFFERSON CIR	FL	9999964	09:10	A						
11/14/1995	900 E 11TH WAY	FL	6664943Z	09:06	A						
11/14/1995	900 E 11TH WAY	FL	666669	09:11	A						
11/14/1995	900 E 11TH WAY	FL	997887	09:05	A						

&lt;&lt; Continued on next page &gt;&gt;

## Dade County FL

Investigative.... generated on 11/27/95 at 09:14:59 AM

Reported On: DATE/LOCATION/PLATE

Report Range: 11/14/95 to 11/14/95

ata Type Reported on: MARK MODE

Date:	Location:	State:	License Plate:	Time:1	Time:2	Time:3	Time:4	Time:5	Time:6	Time:7	Time:8
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11/14/1995 900 E 11TH WAY	FL	99978664	09:07 A
11/14/1995 900 E 11TH WAY	FL	99978757	09:10 A
11/14/1995 900 E 11TH WAY	FL	99999784	09:09 A
11/14/1995 900 E 11TH WAY	GA	999787876	09:08 A
11/14/1995 900 W ZULETA TRL	FL	6666794848	09:25 A
11/14/1995 900 W ZULETA TRL	FL	99787844	09:26 A
11/14/1995 900 W ZULETA TRL	FL	9988888	09:24 A
11/14/1995 900 W ZULETA TRL	FL	999944	09:25 A
11/14/1995 900 W ZULETA WAY	FL	555788	09:27 A
11/14/1995 900 W ZULETA WAY	FL	666449	09:32 A
11/14/1995 900 W ZULETA WAY	FL	666455554	09:28 A
11/14/1995 900 W ZULETA WAY	FL	666666	09:30 A
11/14/1995 900 W ZULETA WAY	FL	9997887644	09:31 A
11/14/1995 900 W ZULETA WAY	FL	99997887	09:29 A

Total: 57



Number: 0327000

Vio Date: 04/17/97

Time: 14:52

Officer: BEI

ID: 000

Sign Block: 100

Sign Street: 11TH

Sign Descriptor: AV AVENUE

Sign Damage:

POST DAMAGED

Sign Message:

YIELD

Sign Status:

CLEAN

Post Type: WOOD

Post Status:

OK

Special Instructions:

RAISE

Relocate Block: 100

Relocate Street: WEATHERFORD ST

Relocate Descriptor:

AV AVENUE

Other Notes:

A

----- NON-PRINTED FIELDS -----

FRMANDSTRREV

Officer Activity Log.... generated on 10/24/96 at 12:39:56 PM

Reported On: All Officers

Report Range: 10/24/96 to 10/24/96

Data Type Reported on: Log Function

Officer: | ID: |  
 BEI | 000 |

Start Date	Time From	Time To	Elapsed Time	Activity	Count
THU 10/24/96	10:27:28AM			Logged In	
THU 10/24/96	10:27:39AM	10:28:41AM	0:01:02	Marked Vehicles	1
THU 10/24/96	10:28:42AM			Logged Out	

Start Date	Elapsed Time	Activity	Count
THU 10/24/96	0:01:02	Marked Vehicles	1

Total Elapsed Time = 0:01:02

Start Date	Time From	Time To	Elapsed Time	Activity	Count
THU 10/24/96	10:50:04AM			Logged In	
THU 10/24/96	10:50:09AM	10:50:13AM	0:00:04	CHANGING LOCATION	1
THU 10/24/96	10:50:13AM	10:51:03AM	0:00:50	Plate List	4
THU 10/24/96	10:51:18AM	10:51:40AM	0:00:22	Permit Cross Reference	1
THU 10/24/96	10:51:44AM	10:51:56AM	0:00:12	Marked Vehicles	1
THU 10/24/96	10:51:56AM			Logged Out	

Start Date	Elapsed Time	Activity	Count
THU 10/24/96	0:00:04	CHANGING LOCATION	1
THU 10/24/96	0:00:50	Plate List	4
THU 10/24/96	0:00:22	Permit Cross Reference	1
THU 10/24/96	0:00:12	Marked Vehicles	1

Total Elapsed Time = 0:01:28

Officer Activity Log.... generated on 10/24/96 at 12:39:56 PM

Reported On: All Officers

Report Range: 10/24/96 to 10/24/96

Data Type Reported on: Log Function

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Officer:	ID:
BEI	000

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Start Date	Time From	Time To	Elapsed Time	Activity	Count
THU 10/24/96	11:14:05AM			Logged In	
THU 10/24/96	11:14:13AM	11:17:25AM	0:03:12	Parking Citations	2
THU 10/24/96	11:17:29AM	11:17:51AM	0:00:22	Marked Vehicles	1
THU 10/24/96	11:17:54AM	11:18:09AM	0:00:15	Plate List	1
THU 10/24/96	11:18:19AM	11:18:45AM	0:00:26	Permit Cross Reference	2
THU 10/24/96	11:18:49AM	11:25:50AM	0:07:01	Plate List	1
THU 10/24/96	11:25:55AM	11:26:10AM	0:00:15	Broken Meters	2
THU 10/24/96	11:26:13AM	11:26:21AM	0:00:08	LUNCH	1
THU 10/24/96	11:26:21AM			Logged Out	

Start Date	Elapsed Time	Activity	Count
THU 10/24/96	0:03:12	Parking Citations	2
THU 10/24/96	0:00:22	Marked Vehicles	1
THU 10/24/96	0:07:16	Plate List	2
THU 10/24/96	0:00:26	Permit Cross Reference	2
THU 10/24/96	0:00:15	Broken Meters	2
THU 10/24/96	0:00:08	LUNCH	1

Total Elapsed Time = 0:11:39

Start Date	Time From	Time To	Elapsed Time	Activity	Count
THU 10/24/96	12:16:12PM			Logged In	
THU 10/24/96	12:16:18PM	12:19:18PM	0:03:00	Parking Citations	3
THU 10/24/96	12:19:21PM	12:20:21PM	0:01:00	Marked Vehicles	1
THU 10/24/96	12:20:26PM	12:20:45PM	0:00:19	Broken Meters	1
THU 10/24/96	12:20:47PM			Logged Out	

Start Date	Elapsed Time	Activity	Count
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Reported On: DATE/LOC/PLATE

Report Range: 04/17/97 to 04/17/97

Data Type Reported on: DamagedSign

Date:	Location:	Sign Status:	Sign Message:	Time:1	Time:2	Time:3	Time:4	Time:5
04/17/97	100 11TH AV	CLEAN	YIELD	14:52				

total: 1



**AutoCITE Agency Specific  
Source Code (Agency.AGS)**

**AutoCITE Interface Control Document  
and  
Data Entry File Formats**

**AutoCITE License, Warranty,  
and Maintenance Agreements**

***ENFORCEMENT TECHNOLOGY, INC.***

[illegible]

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;
; All lists appearing on a single BEGIN keyword line are sorted as a
; single entity:
;
; BEGIN! Sort, CityName, ZipCode
; San Diego
; 92122
; Beverly Hills
; 90210
; Las Vegas
; 89107
; END!
;
; In this example, the city name and the zip code are listed together and
; will be sorted as a complete unit, such as
;
; "Beverly Hills 90210"
; "Las Vegas      89107"
; "San Diego      92122"
;
; *****
;
; Unique identifiers with $ as the first character are Query Field Lists
; Their entries may ONLY contain valid field names or the word NIL. These
; fields are presented for input when the parent type is selected.
; Query fields are used to ask pertinent questions under specific
; conditions. For example, you may want to ask for a meter number to be
; entered whenever a meter violation is cited. Or, for a speeding
; citation, you may need to ask several questions.
;
; Consider the following violation example list :
;
; BEGIN! Sort, VioNum, VioDesc, $VioQuery
;
; 2815 CVC
; FAILURE TO OBEY CROSSING GUARD
; NIL
;
; 9400 CVC
; IN EXCEEDS OF LOAD LIMITS
; OverWeight
;
; 22349 CVC
; EXCEEDING MAXIMUM SPEED
; ApproxSpd, PFMMaxSpd, VehSpdLmt, SafeSpd, Radar
;
; END!
;
; The first violation contains "NIL" in the $VioQuery entry, so no additional
; fields will be presented for input. The second violation contains a
; single field, "OverWeight", so the user will be presented the "OverWeight"
; field for input. The third violation contains several fields of
; information required with a speeding violation, so these fields will
; be presented for input only when a speeding violation is selected.

```

```

;
; *****
; Each list ends with an END! keyword, and all list items end with #EN
;
;
; BEGIN! SORT, STREETS
; ADAMS AVENUE
; BAKER STREET
; CAMINO DEL VALLE
; DAYTON AVENUE
; DECATUR STREET
; DENKE DRIVE
; EAGLE AVENUE
; EAST SHORE DRIVE
; END!
;
;
; BEGIN! SORT, AGENCY
;
; ;2345678901
;
; CAMPUS PD
; PRKING DEPT
; TRAF BUREAU
; WASTE MGMT
; 01
; 02
; END!
;
;
; BEGIN! SORT, BEAT
;
; ;2345678912
;
; BEACH
; CENTRAL
; DOWNTOWN
; LIBRARY
; STADIUM
; 01
; 02
; 03
; END!
;
;
;
; Colors should appear as shown to allow for easy selection
; of dual colored vehicles. i.e. RED WHT
;
; BEGIN! SORT, COLORS
; 'BLK '
; 'BRN '

```

'RED '  
'BEI '  
'YEL '  
'GRN '  
'BLU '  
'GRY '  
'MAR '  
'WHT '  
END!

;  
; ----- States -----  
;  
; Only the abbreviations are printed  
;

BEGIN! SORT, STATES  
AB ALBERTA  
AK ALASKA  
AL ALABAMA  
AR ARKANSAS  
AS AMERICAN SAMOA  
AZ ARIZONA  
BC BRITISH COLUMBIA  
CA CALIFORNIA  
CZ CANAL ZONE  
CO COLORADO  
CT CONNECTICUT  
DC DISTRICT OF COLUMBIA  
DE DELAWARE  
FL FLORIDA  
FN FOREIGN  
GA GEORGIA  
GU GUAM  
HI HAWAII  
IA IOWA  
ID IDAHO  
IL ILLINOIS  
IN INDIANA  
KS KANSAS  
KY KENTUCKY  
LA LOUISIANA  
MA MASSACHUSETTS  
MB MANITOBA  
MD MARYLAND  
ME MAINE  
MI MICHIGAN  
MN MINNESOTA  
MO MISSOURI  
MS MISSISSIPPI  
MT MONTANA  
MX MEXICO  
NB NEW BRUNSWICK  
NC NORTH CAROLINA  
ND NORTH DAKOTA  
NE NEBRASKA  
NF NEW FOUNDLAND

NH NEW HAMPSHIRE  
NJ NEW JERSEY  
NM NEW MEXICO  
NS NOVA SCOTIA  
NV NEVADA  
NW NW TERRITORIES  
NY NEW YORK  
OH OHIO  
OK OKLAHOMA  
ON ONTARIO  
OR OREGON  
PA PENNSYLVANIA  
PE PRINCE EDW ISLAND  
PR PUERTO RICO  
PQ QUEBEC  
RI RHODE ISLAND  
SC SOUTH CAROLINA  
SK SASKATCHEWAN  
SD SOUTH DAKOTA  
TN TENNESSEE  
TT TRUST TERRITORIES  
TX TEXAS  
UT UTAH  
VA VIRGINIA  
VI VIRGIN ISLANDS  
VT VERMONT  
WA WASHINGTON  
WI WISCONSIN  
WV WEST VIRGINIA  
WY WYOMING  
YU YUKON  
END!

;

;

----- Vehicle Makes -----

;

The vehicle makes list should be customized to ensure that the mak  
abbreviations match the standard abbreviations for your agency

;

;

BEGIN! SORT, MAKES

;

;2345

;

ACU

AHE

AMA

ALFA

AMBA

AMC

AMX

AUD

AUS

BRTO

BUIC

BMW  
CHE  
CAD  
CHRY  
CNCR  
DAI  
DATS  
DMON  
DODG  
EAGL  
FOR  
FIA  
FER  
FRGH  
GMC  
GREM  
HAR  
HOND  
HYUN  
HRNE  
HARD  
ISUZ  
INT  
JAGA  
JEEP  
JENS  
JAVE  
KIA  
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LIN  
LAM  
LANC  
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MAZD  
MER  
MITS  
MGB  
MERK  
MAS  
NISS  
OLD  
OPE  
OSHK  
PLY  
PORS  
PON  
PEGO  
PACE  
PETR  
PINI  
RENA  
RAMB  
ROR  
RAMA  
REBE

SAAB  
SBAR  
SUZU  
STRL  
SPAB  
SPIR  
SUBA  
TYOT  
TRIU  
UNK  
VOLV  
VLKS  
VES  
WIL  
WFTL  
YAMA  
YUG  
END!

;  
;  
;

BEGIN! SORT, TYPES

;

;234567

;

2 DOOR

4 DOOR

BUG

BUS

COUPE

CONVERT

COMMERC

HTCHBCK

JEEP

MOPED

MTRCYCL

PICKUP

PANEL

RV

SEDAN

ST WAGN

TRUCK

TAXI

TRACTOR

VAN

END!

;

;

BEGIN! SORT, DispoList

B BOOTED

T TOWED VEHICLE

D CALLED DISPATCH

I IMPOUNDED

END!

;

BEGIN! Sort, HotCodes  
B BOOTABLE  
E EXEMPT  
S STOLEN  
T TOWABLE  
W WARNING  
END!

;

;

;

;

; This is a list of malfunctions for Meters which the operator  
; may select if you have purchased the BROKEN METER REPORTING  
; option. Otherwise ignore this list.

;

BEGIN! SORT, METERDESCS

DRT

FAST

CRF

END!

;

;

;

;

;

;

;

; Preprogrammed Parking Remarks

;

BEGIN! SORT, PREMARKS

;

EXPIRED METER

PARKED OVER 1-HOUR

20 MINUTE LOADING ZONE

ERASED MARK

PERMIT PARKING ONLY

NO PARKING 7:00am TO 5:00pm

POSTED 9:00am TO 5:00pm

END!

;

;

;

;

;

;

;

;

;

Parking Violations with Queries

;

BEGIN! Sort, pHotKeys, pVIOs, pVioDescs, pVioBails, \$pVioQuery

;

;23456789012345

;2345678901234567890123456789012

;234567890

;

A

22500A CVC

Time Limit Violation

\$25.00

MeterNum

;

B

22502A CVC

Meter Feeding

\$50.00

MeterNum

;

C

22500B CVC

Parking on a Crosswalk

\$25.00

NIL

;

D

22522 CVC

Blocking Handicapped Access

\$200.00

NIL

;

END!

;

#END

;



*Transfer File Explanation*

The following is the header record and the first citation record of a sample transfer file. The complete file is contained in the file TRANSFER.ASC. This is presented here, in hard copy form for your convenience only. Notice the header record (which is not required) indicates 16 citation records are included, which you will find in TRANSFER.ASC. The format of this file is configurable on the PC system, and can match virtually any requirement.

#	;Start of Header Record. This is configurable.
00016	;Number of records in this file.
L	;Agency -- this sample is from Livermore, CA
P	;Type of citations -- P=Parking, configurable.
123091	;File creation date
#	;Start of Citation Records. This is selectable
L	;Agency this sample is from Livermore, CA
16:12	;Citation time
08/01/91	;Citation date
THU	;Citation Day of the week
09000007	;Citation Number
MORGAN	;Officers Name
24	;Officers ID
01	;Agency code
631	;Beat
900	;Block Number
EL RANCHO D	;Street Name
	;Descriptor - left blank on this citation
	;Meter Number -left blank on this citation
4000A CVC	;First Violation Code
** EXPIRED REGISTRATION	;First Violation Description
200.00	;First Fine Amount
	;First Violation Code - Only one Vio issued.
	;First Violation Description - Only one Vio issued.
	;First Fine Amount - Only one Vio issued.
2RSH370	;License Plate Number
CA	;License Plate State
12/90	;License Plate Expiration
20UC	;Vin Number (four digits required in CA)
WHT	;Color
FIAT	;Make
2 DOOR	;Model
ABANDONED	;Remark one
	;Remark two left blank

*Transfer File Naming Conventions*

The transfer file for each data type is located in the directory

`\AUTOCITE\<system type>\<platform type>\TRANSFER\<data type>\< agency name >`

where

<system type> is the installed system type, either **PARKING** or **TRAFFIC**  
 <platform type> is the host platform, **ACP** for DOS, **ACW** for Windows  
 <data type> is the name of the data type ( **PARKING**, **CAUTION**, **TRAFFIC** )  
 <agency name> is the name of the agency

Examples:

San Diego's DOS based traffic transfer file would be found in

`\AUTOCITE\TRAFFIC\ACP\TRANSFER\TRAFFIC\SANDIEGO`

Seattle's Windows based parking transfer file would be found in

`\AUTOCITE\PARKING\ACW\TRANSFER\PARKING\SEATTLE`

Examples:

In a DOS based parking system, the files would be located in

`[drive:]\AUTOCITE\PARKING\ACP\PLATLIST\LISTDATA`

In a Windows based parking system, the files would be located in

`[drive:]\AUTOCITE\PARKING\ACW\PLATLIST\LISTDATA`

Within this directory, the transfer file (s) follow the naming convention

`TRNrrgg.xxx` ( for **DOS** platforms )

- or -

`TRNtrrgg.xxx` ( for **Windows** platforms )

**t** = Transfer definition number ( Windows Only ). The Windows version allows multiple transfer file formats to be defined. This slot holds the definition number, with the first user definable definition starting at 1. A value of 0 here is used to designate an internally defined format used to transfer data from one AutoCITE system to another.

**rr** = Structure file revision number. Within the Agency directory, there is a file (are files) with the extension ".STR". These files hold among other things, the database format. If the database format changes, a new structure file revision and a family of tables with the new revision number are created to reflect the new format of the data. The new family's data goes into a separate transfer file.

**gg** = Transfer Group number. If a separate transfer file is created for each court, then **gg** will be different for each court. **gg** is the order that the court appears in the agency list file. For the first court, **gg** = **01**, for the second, **gg** = **02**, etc. If the transfer file is not separated by court, then **gg** will always be **01**.

**xxx** = Transfer file extension. The extension is a three digit number that starts at a user definable base level, and increments every time a new transfer file with the same **gg** and **rr** is created. (This occurs when the transfer file exceeds the user definable size limit.)

The following tables demonstrate one possible configuration for a transfer file. The file layout is completely flexible and we can usually match any format request. Please feel free to discuss the file format with our Engineering staff if you have a particular formatting requirement.

You may choose to pad any field with any character you wish, either left or right justifying the data. Remember that padded files will take up more disk space than non-padded files since each padded data element will fill the entire length for that field.

You can also define additional delimiters which can be inserted anywhere within the transfer file. Some examples are: filler strings to insure that the record length matches your requirements; the date and/or time ( in whatever format you require ) the file was created; the number of records in a given transfer file; the type of data included in a file ( parking, traffic, etc. ). In general, the data and configuration of the data is configurable to your requirements.

The prompts correspond to the printed prompt on the ticket ( these prompts are not included in the data ). The maximum number of characters per field is listed, as well as the type of data contained in that field. This data type is coded as

**A** = Alpha Only  
**N** = Numeric Only  
**AN** = Alpha Numeric

An "L" in the "Data Type / Comment" field indicates that the user must select an entry from a pre-defined list and therefore only certain entries are allowed. For all "L" types the acceptable entries are listed.

*PARKING CITATION*

Prompt	Max characters per field	Data Type	Comment
Court Code	1	L	Agency specified
TIME	5	N	HH:MM
DATE	8	N	MM/DD/YYYY
DAY	3	A	
CITATION	11	AN	2 char prefix + 9 digit citation number
ISSUING	11		AN
ID	7		AN
AGENCY	11	L	Agency specified
BEAT	11	L	Agency specified
BLOCK	24	AN	
STREET	24	AN	
DESCRIPTOR	24	AN	
MTRNO	24	AN	
VIO 1	17	AN	
DESC	35	AN	
FEE	11	AN	
VIO 2	17	AN	
DESC	35	AN	
FEE	11	AN	
LIC	18	AN	
ST	2	A	
EXP	4	N	MMYY
VIN	8	A	
COLOR	8	AN	
MAKE	5	AN	
TYPE	7	AN	
REMARK1	33	AN	
REMARK2	33	AN	

# **SAMPLE INTERFACE CONTROL DOCUMENT**

Specifications for the file format for data generated by the AutoCITE hand-held computers to be transferred to the Los Angeles County Municipal Courts.

This document will serve as the *INTERFACE CONTROL DOCUMENT* for data files which are to be transferred from various agencies within Los Angeles County to the Data Processing Department. It specifies and controls the record and fields within each record by size, type of data, acceptable data for certain fields and the number of fields within a record. Any changes to this format must be approved by all parties via signatures on a new INTERFACE CONTROL DOCUMENT.

Date \_\_\_\_\_

Revision 1.10

Signatures

\_\_\_\_\_  
for                      for  
Los Angeles County Data Processing    Enforcement Technology

\_\_\_\_\_  
for  
San Fernando Police Department

***AutoCITE Plate List Formats***

*Plate List ( Habitual Offender List, Hotlist, Scofflaw List, etc.)*

**FILE FORMAT:**

1. The list must be a STANDARD DOS ASCII file.
2. All characters must be either upper case letters or numeric digits.
3. Each item must have a one character code as the last field. The one character code is displayed by the unit when a match is found. Typical codes are "S" for stolen, "B" for bootable, "E" for exempt. The codes are definable by the issuing agency.
4. All entries must be on a separate line, terminated by a carriage return-line feed.
5. All fields must be terminated by ><, including the last field: **WARNING: If a field exceeds its maximum length, the excess characters will be truncated.**
6. If you supply a list of codes and their meanings, the meanings will be displayed on the hand-held unit. For example (T = Tow, S = Stolen, B = Boot). The codes and their meanings are entirely definable by the issuing agency. (The meanings must be included in the agency list files not as part of this file).
7. Format: STATE><LICENSE PLATE><CODE><  
 For example:  
 NY><ABC123><T><  
 CA><3FOJ340><S><  
 CA><2KRZ123><T><

**FILE LOCATION:**

To be recognized by the AutoCITE software, the hotsheet files must reside in

\AUTOCITE\<system type>\<platform type>\<hotsheet type>\LISTDATA

where

<system type> is the installed system type, either **PARKING** or **TRAFFIC**  
 <platform type> is the host platform, **ACP** for DOS, **ACW** for Windows  
 <hotsheet type> is the type of list, in this case **PLATLIST**

Examples:

In a DOS based parking system, the files would be located in

[drive:]\AUTOCITE\PARKING\ACP\PLATLIST\LISTDATA

In a Windows based parking system, the files would be located in

[drive:]\AUTOCITE\PARKING\ACW\PLATLIST\LISTDATA

- A hotsheet file can have any name, but the extension *must be* ".DAT". There can be many different files, as long as they have the required extension.
- For organizational purposes, you might want to have a file named **STOLEN.DAT** for stolen autos, **EXEMPT.DAT** for exempted autos, etc.
- Choose meaningful names as they are presented to the user for selected inclusion in the downloaded data.

**FOR DATA PROCESSING MANAGER**

## *AutoCITE Meter - Location Cross Reference List Formats*

### *Meter Number to Location Cross Reference*

#### **FILE FORMAT:**

1. The list must be a STANDARD DOS ASCII file.
2. All characters must be either upper case letters or numeric digits.
3. No fields are padded.
4. Each meter number must listed separately with a distinct location even though many locations will be repeated numerous times.
5. All entries must be on a separate line, terminated by a carriage return-line feed.
6. All fields must be terminated by >< : **WARNING: If a field exceeds its maximum length, the excess characters will be truncated.**
7. Format (the location fields may be in any order, *with the meter number last*):  
STREET><STREET TYPE><DIRECTION><BLOCK><METER NUMBER ><

For example:

```
FIRST><AVE><N><100><841X15><
FIRST><AVE><N><100><841X16><
FIRST><AVE><N><100><841X17><
FIRST><AVE><S><100><740X10><
FIRST><AVE><S><100><740X11><
FLAGLER><AVE><N><300><220Y10><
```

#### **FILE LOCATION:**

To be recognized by the AutoCITE software, the cross reference files must reside in

\AUTOCITE\<system type>\<platform type>\<crossref type>\LISTDATA

where

<system type> is the installed system type, either **PARKING** or **TRAFFIC**  
 <platform type> is the host platform, **ACP** for DOS, **ACW** for Windows  
 <crossref type> is the type of list, in this case **MTRXREF**

Examples:

In a DOS based parking system, the files would be located in  
 [drive:]\AUTOCITE\PARKING\ACP\MTRXREF\LISTDATA

In a Windows based parking system, the files would be located in  
 [drive:]\AUTOCITE\PARKING\ACW\MTRXREF\LISTDATA

- A hotsheet file can have any name, but the extension *must be* ".DAT". There can be many different files, as long as they have the required extension.
- For organizational purposes, you might want to have a file named **DOWNTOWN.DAT** for the downtown area, **COLLEGE.DAT** for the college area, etc.
- Choose meaningful names as they are presented to the user for selected inclusion in the downloaded data.

**FOR DATA PROCESSING MANAGER**

*AutoCITE Permit List Formats**Permit List***FILE FORMAT:**

1. The list must be a STANDARD DOS ASCII file.
2. All characters must be either upper case letters or numeric digits.
3. Each item must have a one character code as the last field. The one character code is displayed by the unit when a match is found. Typical codes are "S" for stolen, "B" for bootable, "E" for exempt. The codes are definable by the issuing agency.
4. All entries must be on a separate line, terminated by a carriage return-line feed.
5. All fields must be terminated by >< : **WARNING: If a field exceeds its maximum length, the excess characters will be truncated.**
6. If you supply a list of codes and their meanings, the meanings will be displayed on the hand-held unit. For example (T = Tow, S = Stolen, B = Boot). The codes and their meanings are entirely definable by the issuing agency. (The meanings must be included in the agency list files not as part of this file.)
7. Format: PERMIT NO ><CODE><  
For example:  
PERM001><T><  
PERM002><S><

**FILE LOCATION:**

To be recognized by the AutoCITE software, the hotsheet files must reside in

\AUTOCITE\<system type>\<platform type>\<hotsheet type>\LISTDATA

where

<system type> is the installed system type, either **PARKING** or **TRAFFIC**  
 <platform type> is the host platform, **ACP** for DOS, **ACW** for Windows  
 <hotsheet type> is the type of list, in this case **PERMLIST**

Examples:

In a DOS based parking system, the files would be located in  
 [drive:]\AUTOCITE\PARKING\ACP\PERMLIST\LISTDATA

In a Windows based parking system, the files would be located in  
 [drive:]\AUTOCITE\PARKING\ACW\PERMLIST\LISTDATA

- ♦ A hotsheet file can have any name, but the extension *must be* ".DAT". There can be many different files, as long as they have the required extension.
- ♦ For organizational purposes, you might want to have a file named **STOLEN.DAT** for stolen permits, for example.
- ♦ Choose meaningful names as they are presented to the user for selected inclusion in the downloaded data.



## *AutoCITE Permit Cross Reference List Formats*

### *Permit-License Cross Reference (perm x-ref for short)*

#### **FILE FORMAT:**

1. The list must be a STANDARD DOS ASCII file.
2. All characters must be either upper case letters or numeric digits.
3. No fields are padded.
4. If a permit has more than one license, it must be listed once for each license.
5. All entries must be on a separate line, terminated by a carriage return-line feed.
6. All fields must be terminated by >< : **WARNING: If a field exceeds its maximum length, the excess characters will be truncated.**
7. Format: **PERMIT NUMBER ><STATE><LICENSE PLATE><**  
 For example:  
**PERM1><CA><ABC123><**  
**PERM1><AZ><123ABC><**  
**PERM2><CA><ABCDEF><**  
**PERM3><AZ><123456><**

#### **FILE LOCATION:**

To be recognized by the AutoCITE software, the cross reference files must reside in

\AUTOCITE\<system type>\<platform type>\<crossref type>\LISTDATA

where

<system type> is the installed system type, either **PARKING** or **TRAFFIC**

<platform type> is the host platform, **ACP** for DOS, **ACW** for Windows

<crossref type> is the type of list, in this case **PERMXREF**

Examples:

In a DOS based parking system, the files would be located in

[drive:]\AUTOCITE\PARKING\ACP\PERMXREF\LISTDATA

In a Windows based parking system, the files would be located in

[drive:]\AUTOCITE\PARKING\ACW\PERMXREF\LISTDATA

- ♦ A hotsheet file can have any name, but the extension *must be* ".DAT". There can be many different files, as long as they have the required extension.
- ♦ For organizational purposes, you might want to have a file named **STUDENTS.DAT** for student permits, for example.
- ♦ Choose meaningful names as they are presented to the user for selected inclusion in the downloaded data.

*AutoCITE Vin List Formats**Vin List***FILE FORMAT:**

1. The list must be a STANDARD DOS ASCII file.
2. All characters must be either upper case letters or numeric digits.
3. Each item must have a one character code as the last field. The one character code is displayed by the unit when a match is found. Typical codes are "S" for stolen, "B" for bootable, "E" for exempt. The codes are definable by the issuing agency.
4. All entries must be on a separate line, terminated by a carriage return-line feed.
5. All fields must be terminated by >< : **WARNING: If a field exceeds its maximum length, the excess characters will be truncated.**
6. If you supply a list of codes and their meanings, the meanings will be displayed on the hand-held unit. For example (T = Tow, S = Stolen, B = Boot). The codes and their meanings are entirely definable by the issuing agency. (The meanings must be included in the agency list files not as part of this file.)
7. Format: VIN NUMBER><CODE><  
 For example:  
 JPH123AW3333SS3SFR><T><  
 XJS2222222222222222><S><  
 TBF3333333333333333><T><

**FILE LOCATION:**

To be recognized by the AutoCITE software, the hotsheet files must reside in

\AUTOCITE\<system type>\<platform type>\<hotsheet type>\LISTDATA  
 where

<system type> is the installed system type, either **PARKING** or **TRAFFIC**

<platform type> is the host platform, **ACP** for DOS, **ACW** for Windows

<hotsheet type> is the type of list, in this case **VINLIST**

**Examples:**

In a DOS based parking system, the files would be located in

[drive:]\AUTOCITE\PARKING\ACP\VINLIST\LISTDATA

In a Windows based parking system, the files would be located in

[drive:]\AUTOCITE\PARKING\ACW\VINLIST\LISTDATA

- A hotsheet file can have any name, but the extension *must be* ".DAT". There can be many different files, as long as they have the required extension.
- For organizational purposes, you might want to have a file named **STOLEN.DAT** for stolen autos, **EXEMPT.DAT** for exempted autos, etc.
- Choose meaningful names as they are presented to the user for selected inclusion in the downloaded data.

**AutoCITE WARRANTY**

October 20, 1999

Page 1 of 1

*Enforcement Technology, Inc. (ETEC)* warrants the AutoCITE handheld computers and the AutoISSUE and AutoPROCESS Systems to be free from defects in workmanship and material for a period of one year from the installation date. This warranty provides for the diagnosis, repair or replacement (ETEC's option), and return shipment of all hardware and software within one week from the time it is received. The warranty does not cover damage due to mishandling, improper use, use of paper products other than from ETEC, abuse or neglect. The customer is responsible for freight charges to the ETEC Repair Center.

**NORMAL USAGE.** The customer agrees not to alter the System components in any manner and also agrees to operate them under normal working conditions. If any components should be damaged, while in the possession of the customer by other than normal usage, the repair amount will not exceed the original purchase price of the unit (for major damage) to replace the unit damaged. If any hardware component should be lost or stolen the total replacement cost shall be the current purchase price for the same or comparable equipment.

In the unlikely event of equipment failure, a return authorization must be received by calling the *ETEC Engineering Division* service center number listed below, then the hardware unit, or software, should be shipped from the customer to:

*Enforcement Technology, Inc.*  
Engineering Division  
4129 Avenida de la Plata  
Oceanside, CA 92056  
(760) 945-9893

**EXCLUSIONS.** Neither this warranty nor any other annual maintenance agreement shall be valid if the product hardware or software is, or has been abused, misused or altered. A modem is provided as part of the total system. A modem must be connected, be operational and provide access to the system for ETEC customer service and technical staff in order for the warranty and/or any maintenance agreements to be valid. First response under this warranty will be via the modem. If the problem cannot be resolved, by phone or returning the failed component for repair, a customer service representative will respond to the customer site. If our diagnosis of a malfunction of the system indicates the problem is caused by hardware or software not under our warranty or maintenance agreements, such as, but not limited to, the customer hardware which may be running our system or other hardware or software of the customer operating on the same system as our hardware and software, the customer will be billed at our current hourly rate for our time, plus materials, for our diagnosis and investigation of the malfunction. Paper products used in the AutoCITE handheld computers which were not provided through ETEC are not supported under this warranty. Use of paper products, not supplied by ETEC, or our approved supplier, MAY invalidate this warranty. If the Warranty or any Annual Maintenance Agreement on any hardware or software has expired, an additional check-out fee will be charged before approval of any new service contract.

**AutoCITE SOFTWARE AND FIRMWARE USER LICENSE AGREEMENT**

October 20, 1999

Page 1 of 1

The firmware provided with the **AutoCITE** handheld computers and the **AutoISSUE** and/or **AutoPROCESS** Host software installed on the PC and/or Server systems are proprietary products of *Enforcement Technology, Inc.*, (*ETEC*) and protected under United States copyright laws. Therefore you must treat these firmware and software products accordingly.

The firmware and software contained within the **AutoCITE** computer is not to be copied or reproduced in any form for any reason. The software provided for installation on your PC and/or Server systems (**AutoISSUE** and/or **AutoPROCESS Systems**) may be copied for archival purposes only and may not be used on more central processing units (CPU) concurrently, than the number of purchased licenses, without prior written approval from *ETEC*. These licenses are for the sole use of the purchasing agency and cannot be used by or for any other agency or department without prior written approval by *ETEC*. In no way can this firmware or software be provided to any other unlicensed user.

In the event of loss, misplacement or damage of the original software or archive copies *ETEC* will provide an additional copy upon request, at an appropriate cost for *ETEC* time and materials to produce and deliver such copy.

Any misuse, tampering or attempts to open the **AutoCITE** hand-held computer, for the purpose of copying the firmware, or any other reason not specifically authorized by *ETEC*, will violate and void this agreement.

*Enforcement Technology, Inc.* shall not in any case be liable for special, incidental, consequential, indirect or direct costs, including but not limited to, those incurred as a result of loss of profits or revenue, loss of use of any computer program, loss of data, costs for recreating data, the costs of any substitute programs or for other similar costs.

**Agency:****Enforcement Technology, Inc.:**

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Name :

Name: Steven D. Borso

Title:

Title: Vice Chairman and Chief Engineer

Date:

Date: October 20, 1999

**AutoCITE ANNUAL MAINTENANCE AGREEMENT**

Enforcement Technology, Inc. (ETEC) offers a unique Maintenance Agreement, beyond the one-year warranty period, with every AutoCITE hand-held computer that is purchased. This agreement is offered as an additional service to our customers to provide the most trouble-free, efficient, cost-effective maintenance for the AutoCITE equipment. This agreement provides the following features:

**1. GUARANTEED REPLACEMENT COMPUTERS**

Guaranteed replacement computers, within three working days, are provided at no cost while any repair work is being completed at Enforcement Technology, Inc. on any ETEC-manufactured unit-requiring repair. Whenever a hand-held computer requires repair, it is the responsibility of the customer to do two things: 1) you must place a call to the engineering service center to get verbal consultation on the problem. 2) If it is deemed necessary to send the unit to ETEC for repair, a Return Material Authorization (RMA) number must be issued by calling the Enforcement Technology Engineering Service Center number listed below. *Failure to obtain an RMA number will hinder the turnaround time of the repaired unit.* Then the unit should be shipped from the customer to:

**Enforcement Technology, Inc.  
4129 Avenida De La Plata  
Oceanside, CA 92056  
(760) 945-9893**

That unit must be sent SECOND DAY AIR, referencing the RMA number on the outside of the shipping carton. A loaner unit will be sent by the same method to the customer upon request. Return of the loaner units must also be made via SECOND DAY AIR. The customer is responsible for all shipments, including those costs from their facility to the Engineering Service Center.

**2. PRIORITY BASIS REPAIRS**

Insures a priority basis for any repair work required. Enforcement Technology will repair (or replace it at our discretion) any unit and return it within two weeks from the time it was received.



### 3. SOFTWARE ENHANCEMENTS AND HARDWARE UPGRADES

If the customer purchases the system, including purchases of other systems for later expansion, software enhancements and hardware upgrades will be made available at no cost, as long as the warranty period or annual maintenance period has not expired. If the customer elects to add these enhancements or upgrades, the only charge will be for the engineering time and materials for the actual upgrade, installation, and any training. If the customer leases the systems from ETEC, all version changes and enhancements to the software by ETEC will be made available to the customer at no additional charge during any lease period or subsequent renewal. Hardware upgrades will be made available at no cost but the customer will be responsible for the costs of time and materials for actual upgrade, installation, and any training.

### 4. EQUIPMENT BY OTHER MANUFACTURERS

If the customer purchases IBM or other compatible equipment to be used as the AutoCITE Host Computer, through ETEC, or elsewhere, then warranties and maintenance of such equipment must be provided by the original manufacturer. If the AutoCITE Host Computer System is purchased or leased through ETEC, the warranty and maintenance of the host computer will be provided by the original equipment manufacturer, not by ETEC. ETEC will provide consultation and recommendations on corrective actions, which may be necessary.

### 5. EXCLUSIONS

The original warranty, this maintenance agreement, and any other annual maintenance agreement shall become invalid if the product hardware or software is or has been abused, misused or altered. A modem is provided as part of the total system. This modem must be connected, operational and provide access to the system for ETEC customer service and technical staff in order for the warranty and maintenance agreements to be valid. First response under this agreement will be via the modem. If the problem cannot be resolved by telephone or returning the failed component for repair, and our diagnosis of a malfunction of the system indicates the problem is caused by hardware or software not under our warranty or maintenance agreements, such as, but not limited to, the customer hardware which may be running our system or other hardware or software of the customer operating on the same system as our hardware and software, the customer will be billed at our current hourly rate for our time, plus travel expenses and materials for our diagnosis and investigation of the malfunction. Paper products used in the AutoCITE, which were not provided through ETEC are not supported either under warranty or under this agreement. Paper defects or disruption of normal use due to such defects or problems will not be the responsibility of ETEC. **Use of paper products not supplied by ETEC, or not adhering to our paper specifications may invalidate this agreement.**



If the Warranty or any Annual Maintenance Agreement on any hardware or software has expired, an additional checkout fee will be charged before approval and issue of a new service contract.

## 6. NORMAL USAGE

The customer agrees not to alter the System components in any manner and agrees to operate them under normal working conditions. If any components should be damaged, while in the possession of the customer by other than normal usage, the repair will be a maximum of \$1,995.00 (for major damage) per unit damaged. If any hardware component should be lost or stolen, the total replacement cost shall be the original purchase price of the equipment (Example: AutoCITE Model 1D01 = \$2,800).

This agreement provides several benefits to our customers. It guarantees a timely repair of any unit requiring it and, most importantly, insures that our customers will always have a full compliment of available hand-held computers. We believe our units are the most advanced reliable units available and we want to guaranty that our customers are never short units, which they purchased from us because of maintenance or repair.

This maintenance agreement is the yearly maintenance contract which is being offered to you as a continuation of the original one-year warranty which was included as part of the purchase price. It can be extended each year, or renewed, for a small additional cost, and the execution of a new maintenance agreement each year. The attached schedule shows the coverage period and the cost of this agreement for the coming 12-month period. To avoid repair cost and keep your system under maintenance protection, please include your check for the indicated amount and execute this maintenance agreement by signing and returning a copy with your check.

City or Agency Representative:

Enforcement Technology, Inc.:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name: Steve D. Borso

Title:

Title: Engineering Director

Date:

Date:

Agency:

**\*AutoISSUE\***  
**SPECIAL PROCESSING SUBSYSTEMS**

***ENFORCEMENT TECHNOLOGY, INC.***





**AutoCITE™**  
**Automated Citation Management Systems**

**TIME LIMIT MARKING**  
**(MARK MODE)**

Several of our current agencies do not have meters so they use that field "MtrNo" for tracking times when the PCO chalked the vehicles in that area. They use the "TimeCKD" field for recording the time the block or street was marked (chalked) when issuing the citation. For more extensive inventory control and selective enforcement, as well as statistical gathering, we also have a special "Mark Mode" function which was developed for the City of Menlo Park for actual inventory of lots, tracking violations and times, in addition to issuing the citations. Both of these functions more than meet your requirement for "fixed time parking areas" - **Mark Mode**

The Mark Mode function allows an officer to track vehicles parked in time limited areas or zones. Details regarding the plate, location, and even the tire stem position are captured and recorded along with an automated time and date stamp during a sweep of a time restricted parking area. During subsequent sweeps, an automatic comparison of previously marked vehicles can display the time elapsed since earlier marks, or optionally, simply the time of the initial marking. The officer can scroll through all of the data regarding a particular vehicle in determining whether and what kind of citation might be issued. The level of detail required to trigger a match against a previous mark can be customized to include as little as the just the vehicle itself or as much as the vehicle, its precise location, and the exact position of the left front and right rear tire stems.

At the end of a shift, the collected data is uploaded to the host system for storage and analysis. The host system can generate reports on marked vehicles over any date range and any time frame, from broad monthly or weekly reports down to specific time blocks covering only a few hours per day. Additionally, the report data can be organized by vehicle, by location, or date, and the report can be configured to include only specific vehicles or locations. These reports can be viewed on screen and partially or completely printed on any standard printer.

There are several fields involved in the Marking function; Time, Date, License Number, State, Block, Street, Descriptor, and Stem Positions. Flexibility for customization is garnered from the ability to select what constitutes a match when entering data for a particular vehicle. As an example, we could define a match as the same vehicle parked in the same block on the

same street but disregard the Descriptor and Stems fields. We may also wish to define an area as several blocks of several streets. In this case we would define a match based only on the State and Vehicle. When a vehicle match is encountered the operator would be shown the entire location (Block, Street and Descriptor) thereby enabling him to decide if the vehicle was previously parked within the "area".

All previous encounters with a particular vehicle can be viewed on the display including the actual time and elapsed times for each "Mark".

<u>DISPLAY</u>	<u>OPERATOR ACTION</u>
<p><u>Main Menu</u></p> <p>I=Issue C=Capture A=Actv S=Srch R=Report ↑=LogOut</p>	Press <b>I</b> for Issuance
<p>Issue Menu</p> <p>C=Cite M=Mark ↑=Exit</p>	Press <b>M</b> for Mark Mode
<p>Mark Mode Menu</p> <p>B=Loc V=Vehicle ↑=Exit</p>	Press <b>B</b> for Location
<p>Block: Mark Mode</p> <p>100</p>	Key in a number- <b>100</b> Press <b>ENTER</b> to continue
<p>Street: Mark Mode</p> <p>MAIN ST</p>	Key in a street - <b>MAIN</b> Press <b>ENTER</b> to continue
<p>Lic: Mark Mode</p> <p>ABC123</p>	Key in lic. number and press <b>ENTER</b>



**AutoCITE™**  
**Automated Citation Management Systems**

**PARKING LOT / STREET INVENTORY OR SURVEY**

This subsystem is designed for the inventory or survey of a parking lot or street location to gather information about the vehicles parked in these areas at particular times of the day or shift. By selecting a location (Ex: Lot A or 100 Main St.) the PCO can then inventory or survey all of the vehicles or spaces in the designated area. The subsystem can be designed to capture either the license numbers, permit numbers, spaces used and/or all of these fields. During the entry of plates and permits they are automatically searched on the internal "hotlist" to verify any "hits". Whenever a plate is encountered on any of the special enforcement lists, (hotlist, scofflaws, repeat offenders, exempt, stolen, etc) the operator can be required to enter a disposition. Barcode scanners can also be used for scanning permit numbers.

The data is downloaded to the Host PC at the end of the shift and the system can provide a variety of statistical reports relative to occupancy and turnover. These reports can include percent of occupancy by designated time parameters based on lot capacity. A turnover factor can be calculated based on plates, permits, and permit numbers surveyed to include such information as how long each vehicle was parked at the location, how many different vehicles parked during a specific time period, and the turnover ratio (# of different vehicles divided by the number of parking spaces).

Time Limit Marking (continued)

DISPLAY

OPERATOR ACTION

State                      Mark Mode  
CA

Key in state and press **ENTER**

@15:35 elpsd 02:10 100 MAIN  
3of4 Ent \* Nxt \* Prv\*→

This is the 4th time at 100 MAIN,  
last marked at 15:35 and the  
elapsed time is 2 hrs 10 min  
between the 3rd and 4th Mark.  
Press **ENTER** to continue

Mark Mode Menu  
B=Loc V=Vehicle ↑=Exit

Press ↑ to exit

When a license/state/location match is found the operator can go to the citation issuance function and issue a citation based on specific enforcement criteria of that agency. The license/state/location fields will automatically be stuffed into the appropriate entry field in anticipation of citation issuance.

## Parking Lot/Street Inventory or Survey

### DISPLAY

### OPERATOR ACTION

#### Main Menu

I=Issue C=Capture A=Activity  
S=Srch R=Report ↑=Logout

Key **C** for Capture

▪Capture Menu▪ T=Tag Inv  
E=Empty Space Inv ↑=Exit

Press **E** for Empty Space Inv

Block:  
**100**

Press **100** for Block  
Press **Enter**

Street:  
**MAIN ST**

Press **M** for Main Street  
Press **Enter**

Descriptor:  
**N NORTH**

Press **N** for North  
Press **Enter**

Empty Space Count:  
**25**

Enter in number of spaces  
**25** - Stores data automatically  
Press **Enter**

▪Empty Space Log▪  
B=Location ↑=Exit

Press **B** for new location or **↑**  
to exit



**AutoCITE™**  
**Automated Citation Management Systems**

**BROKEN METER AND DAMAGED SIGN REPORTING**

The Broken Meter and Damaged Sign Reporting subsystems allow an officer to instantly bring up a screen to record the particulars of a broken or malfunctioning parking meter or damaged sign. Information such as the meter number and description of the problem are entered by the officer and recorded along with an automated time and date stamp. This data is collected throughout the day and uploaded at the end of a shift to the host system where it is retained with the data collected from other handhelds. The host system can generate reports for any time span, organizing the data by meter number and listing the problem description or by location and the listing of the signage problem. These reports can be viewed on screen and partially or completely printed on any standard printer. The data can also be written to a file for transfer to another system for repair requisition and the like.

As an example, in the process of writing a cite, an operator can depress a function key and be presented a menu allowing entry of a Meter Number and then a list of malfunctions, such as Fast, Jammed, Dirty, Broken, etc. This list is defined by the Agency.

## Broken Meter Reporting

### DISPLAY

### OPERATOR ACTION

#### Main Menu

I=Issue C=Capture A=Actv  
S=Srch R=Report ↑=LogOut

Press **R** for Report

▪ Report Meter / Sign ▪  
M=Meter S=Sign ↑=Exit

Press **M** for Broken Meter Reporting

Meter Number:                      Loc  
**1234**

Key in the Number **1234**  
and Press **ENTER**

Meter Status:  
**JAMMED**

A meter status must be  
selected by either typing  
the first letter **J** or by using the **NEXT**  
key. Press **ENTER** to record

▪ Broken Meter Menu ▪  
M=Meter Number      ↑=Exit

Press for ↑ to Exit

## Damaged Sign Reporting

### DISPLAY

### OPERATOR ACTION

#### Main Menu

I=Issue C=Capture A=Actv  
S=Srch R=Report ↑=LogOut

Press **R** for Report

▪ Report Meter / Sign▪  
M=Meter S=Sign ↑=Exit

Press **S** for Sign Reporting

Sign Block  
**1200**

Key in **1200** for Block

Sign Street  
**Main**

Key in **Main** for the Street  
and Press **ENTER**

Sign Damage:  
**Post Damaged**

A sign damage status must be  
selected by either typing  
the first letter **P** or by using the **NEXT**  
key. Press **ENTER** to record

▪ Damaged Sign Report▪  
S=Save C=Correct

Press **C** to make a correction  
or **S** to save and go on  
to the next function

▪ Damaged Sign Report▪  
B=Location ↑=Exit

Press **↑** to Exit





**AutoCITE™**  
**Automated Citation Management Systems**

**PARKING PERMIT/ LICENSE CROSS REFERENCE**

The parking permit/license cross reference subsystem allows the officer to verify the validity of a permit or permits on a vehicle. When an officer enters a license plate for a citation, the software automatically checks to see if it has a permit(s). If it does, the permit(s) number is displayed. When an officer enters a permit number, the software automatically displays all the license numbers that are valid for that permit. The permit and license plate searches can also be accessed without writing a citation.

The permit to license plate list can be generated from an external database and/or entered manually within the host system. The host system has the ability to import external files along with full list editing capabilities, giving the operator complete flexibility in creating the list.

This module allows multiple license plates to be associated with a single permit or conversely multiple permits to be cross referenced to a single license plate.

**DISPLAY**

**OPERATOR ACTION**

**Main Menu**

I=Issue C=Capture A=Actv  
S=Srch R=Report ↑=LogOut

Press **S** for Search

▪Search Menu▪ M=PermXref  
V=Veh X=LocXref ↑=Exit

Press **M** for Permit XRef

▪Permit XRef Menu▪ ↑=Exit  
P=Plat-Perm M=Perm-Plat

Press **M** for Permit Number

Permit: XRef

Key in permit **123456** and

## DISPLAY

Plate **CA 123ABC** Permit:  
1/2 Nxt•Prv•ENTR•→

Plate **CA 123XYZ** Permit:  
2/2 Nxt•Prv•ENTR•→

•Permit XRef Menu• ↑=Exit  
P=Plat-Perm M=Perm-Plat

Lic: XRef  
**123ABC**

State: XRef  
**CA**

Permit: **123456** Plate: **CA 123ABC**  
1of1Permit: Nxt•Prv•ENTR•→

## OPERATOR ACTION

**CA 123ABC** is 1 of 2 plates  
for **123456** press **NEXT** to see  
the next plate

**CA 123XYZ** is 2 of 2 plates  
for **123456** press **Prv** to see  
the previous plate, or  
Press **ENTER** to exit

Press **P** for License Number

Key in plate **123ABC** and  
press **ENTER**

Key in state  
and press **ENTER**

**CA 123ABC** has permit **123456**  
press **ENTER** to exit



**AutoCITE™**  
**Automated Citation Management Systems**

**METER / LOCATION MATRIX**

The parking meter/location cross reference matrix subsystem allows the officer to enter a location by input of the parking meter number only. Each parking meter is cross referenced to a specific location. When an officer enters a parking meter number the **AutoCITE** handheld software automatically gets the corresponding location and populates the appropriate fields on the citation entry routine and the printed parking citation.

When the officer enters the meter number "123" the appropriate location fields are populated with "100 Main Street NW". If the violation being issued is a meter violation then the meter number "123" is stored in the meter field and printed on the parking citation. If the violation being issued is not a meter violation (e.g., Red Zone) then the meter field is cleared and it does not appear on the parking citation.

## Meter/ Location Matrix

### DISPLAY

### OPERATOR ACTION

#### Main Menu

I=Issue C=Capture A=Actv  
S=Srch R=Report ↑=LogOut

Press **I** for Issuance

Issue Cite            T-Time  
B=Loc V=Vehicle    ↑=Exit

Key **B** for location

Meter Number (For Xref):  
**123**

Key in meter number **123**  
**Press Enter**

Block:  
**100**

Display shows Block for Meter  
123  
**Press Enter**

Street:  
**MAIN ST**

Display shows Street for Meter  
123  
**Press Enter**

Descriptor:  
**NW      NORTHWEST**

Display shows Descriptor for  
Meter 123  
**Press Enter** to complete citation



**AutoCITE™**  
**Automated Citation Management Systems**

**TOURIST INFORMATION**

The tourist information subsystem allows for addition pre-stored lists of data loaded into the **AutoCITE** for a quick lookup of information, directions, events, parks & recreation information and other data that enforcement officers can review through the search mode. This information can be viewed on the display screen and/or printed on the citation paper as a "For Information Only" print out that can be given to the inquirer.

The information can be kept current by the editing function through the AutoISSUE software and downloaded to the **AutoCITE** handheld computer to ensure that the enforcement officers have the most current information.

Many of our agencies have found this feature to be a great tool for public relations and helping the tourist or visitor on the street.

## Tourist Information

### DISPLAY

### OPERATOR ACTION

#### Main Menu

I=Issue C=Capture A=Activity  
S=Srch R=Report ↑=Logout

Key in **S** for Search

\*Search Menu\* P=PerXref  
V=Veh X=LocXref ↑Exit

Key **X** for Location cross  
reference

Location to Find:  
**CITY ZOO**

Press **Z** for Zoo

Found: **GO EAST ON MAIN ST**  
1 of 1 \*Nxt\*Prv\*ENTR\* →\*←

Press → to scroll directions or  
information, Press **Enter** to go to  
print menu

P=Print Search Result  
↑=Exit

Press **P** to print information or  
directions on citation paper  
Press ↑ to exit



**AutoCITE™**  
**Automated Citation Management Systems**

**WARNINGS / CAUTIONS**

With Warnings/Cautions the officer enters the vehicle license plate and state into a special routine on the AutoCITE handheld computer. A search of the special enforcement lists is then completed. This search can be initiated through a special routine without being in the citation issuance mode or it can be initiated by selecting a special function key at any time or place during the issuance of a normal parking citation. If the vehicle is found on the list an audible alarm will alert the officer and a status message will be displayed on the screen. A special code is used to designate that the vehicle has been previously warned. The officer must decide whether to issue a warning or a real citation to the vehicle.

If a valid citation is to be issued for the violation the officer proceeds with the completion of the citation as normal. If the citation issued to the vehicle by the AutoCITE handheld computer is to be a warning only then it will state "Warning" on the printed citation, with no dollar amount due, and the citation is completed. The "Warning Citation" can be placed on the vehicle just like a regular citation. This subsystem tracks previous warnings for these vehicles, which can be loaded into the AutoCITE.

At the end of the shift, the warning data collected is unloaded from the AutoCITE to the PC Host System, along with the valid citations issued, for storage and analysis. The host system can generate reports on the number of warnings issued by officer over any date range and any time frame, from broad monthly or weekly reports down to specific time blocks covering only a few hours per day.

Purging of the warnings tracking must be done to start another cycle which can be accomplished as often as the agency desires. It is recommended the warnings be purged at least every six months so the warnings data base does not continue to grow to an amount which would be unmanageable. Of course the size of the data base is dependent upon your enforcement philosophy.

This subsystem is only available on WINDOWS 3.1x and WINDOWS 95 versions of the AutoCITE System (ACW or ACWN).

## Warnings/Cautions

### DISPLAY

### OPERATOR ACTION

#### Main Menu

I=Issue C=Capture A=Activity  
S=Srch R=Report ↑=Logout

Key **S** for Search

•Search Menu• P=PerXref  
V=Veh X=LocXref ↑Exit

Key **V** for Vehicle

Lic:  
**ABC123**

Key in Lic. number **ABC123**  
and press **Enter**

State:  
**CA CALIFORNIA**

Key in State **CA** and press **Enter**

CA ABC123 Code: **W Warning**  
1 of 1 Ent•Nxt•Prv• →

Warning Found - Press **Enter**

Disposition:  
**C CITATION**

Enter **C** for issuing Citation  
Press **Enter**

•Search for Vehicle Lic•  
V=Vehicle License ↑=Exit

Press **↑** to exit and go to Issuing  
function. Vehicle data will be  
inserted in citation data



# AutoISSUE Warnings Module

November 1999

Rev. C

AutoISSUE can be configured to include WARNINGS that can be issued on the handhelds and managed at the PC. ***This module is not violation specific*** and by design is a single warning system. The following description outlines the general operation of the WARNING function.

The hand-held operator will issue citations as normal except after the violation is selected a question will be presented; "Issue a warning?". If the operator answers YES, the hand-held will tag that citation as a warning and automatically print "WARNING", instead of the fine amount, on the citation. If the operator selects NO, a normal citation will be produced.

Upon downloading citations at the end of a shift, warnings and citations will be unloaded and stored in the same database and essentially treated as equal for reporting purposes. For example the officers log will not separate warnings from normal citations. However a special transfer file format will be included with a "Warnings" tab on the Make Transfer File function. Selecting this "Transfer" file will allow the operator to select a "From Date" to build a file of license plates, which have had warnings, issued to them. The operator copies that file (via program options) to the Hotsheet directory so it can be included in the "Make Composite Hotshot" options. These "Warned" licenses are thereby included, such that the standard search function during normal citation issuance will provide the operator with the information to appropriately answer the question "Issue Warning"?

# AutoISSUE Warnings Module

November 1999

Rev. C

## Handheld Procedure:

- After entering the vehicle license number while issuing a parking citation, a search of the warnings list for that vehicle is automatically performed.
  - ♦ If a match is found, the handheld will beep, and show the result of the search. A match indicates that the vehicle being cited has received a warning in the past, and should not receive another.
  - ♦ If no match is found, the next field in the entry order of the citation is presented without any interruption.
- After searching the warning list, the officer is prompted with "Issue a Warning?(Y/N)".
  - ♦ If no match was found on the warning list, the officer should enter "Y" (the default).
  - ♦ If a match was found on the warning list, the officer should enter "N".
- The rest of the citation is then entered. If a warning was issued, the regular fine amount printed on the citation will be replaced with "\$0.00", and the text "WARNING ONLY-NO FINE DUE" will be printed on the ticket. The precise wording of the text printed can be customized for each agency.

# AutoISSUE Warnings Module

November 1999

Rev. C

## PC Procedure:

- Unload the warnings from the handhelds.
    - ♦ The warnings will be unloaded along with the regular parking citations using the *Daily Contact Functions*.
  - Extract the warnings from the regular parking citations.
    - ♦ Select *Transfer|Make Transfer File*, or click the *Make Transfer File* icon.
    - ♦ Click the WARNINGS tab on the transfer file parameters screen.
    - ♦ Set the *From Date* of the warnings tab to the date of the earliest warning to be included.
    - ♦ Click *OK*.
  - Copy the warnings to the proper location for compilation.
    - ♦ Select *Transfer|Copy Transfer File to Disk*, or click the *Copy Transfer File...* icon.
    - ♦ Click *OK*.
  - Compile the warnings list.
    - ♦ Select *Special Enforcement|Make Composite Hot Lists* or click the *Make Composite Hot Lists* icon.
    - ♦ Click *OK*.
  - Load new warnings list to handhelds.
- NOTE: This step is unnecessary if a latency of one day between issuance of a warning and its inclusion in the warnings list is acceptable.
- ♦ Put the handhelds in communications ready mode.
  - ♦ Select *Handheld|Daily Contact Functions* for click the *Handheld Daily Contact Functions* icon.
  - ♦ Click *OK*.

Agency: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**AutoCITE™**  
**Automated Citation Management Systems**

**OFFICER LOG / ACTIVITY REPORT**

The officer log or activity subsystem allows for the tracking of the officer's activity throughout the shift and the ability to create an Officer Log/Activity Report after the **AutoCITEs** are unloaded at the end of the shift. As with all other **AutoCITE** reports the individual officer, or all officers, can be selected along with the desired date range for the report.

Activities are tracked automatically by the **AutoCITE** as the functions are performed during the shift. When an officer "logs-on" for the shift the log will begin by capturing that time. When the Parking Citation Issuance function is selected the time is automatically captured for the log. As the officer selects another function (e.g., Time Limit Marking) the last function is ended and the new function begins. Special functions are also available to capture activities that are not specific functions (Parking Citations) or sub-functions (Time Limit Marking) of the system. A table on special functions (client specific) is available from which the officer may choose (lunch, security checks, traffic control, etc.).

The **AutoCITE** System has the flexibility to have these special functions automatically tracked as they occur (log to lunch and log out from lunch) or completed at one session at the end of the shift (not both together). Parking Citation activity and sub-function activity (Time Limit Marking) are tracked as they occur and cannot be completed at the end of the shift. The Officer Log/Activity Report at the end of the shift will display the times and activities for the shift. The production during any activity (Parking Citations), will provided on a specific report for that activity (Violations by Officer or Mark Mode Activity).

**DISPLAY**

**OPERATOR ACTION**

**Main Menu**

I=Issue C=Capture A=Activity  
S=Srch R=Report ↑=Logout

Key in **A** for Officer Activity Log

Activity:  
**DIRECT TRAFFIC**

Key in **D** for Direct Traffic  
Press **Enter**, Data is stored  
automatically

# Code Enforcement Module Description of Operation

The CODE ENFORCEMENT module allows an agency to electronically capture and print code violation citations. The citation will include a reinspection date. Citations that are due for reinspection will be downloaded to the handheld as a hotsheet. When a reinspection is performed, the officer will enter the original inspection citation number. The previous inspections hotsheet will be searched, and the fields from it stuffed into the reinspection notice.

When a reinspection occurs and the violations are not corrected, the officer has the option to grant an extension. If an extension is granted, then the reinspection is treated like an original inspection, and will be downloaded to the handhelds for reinspection on the extension date.

If an extension is not granted, then the inspection will be forwarded to be prosecuted. If a mistake is made, and an extension is not granted when it should have been, the officer can issue another reinspection, this time granting an extension. The reinspection without the extension can be voided on the PC to prevent it from being forwarded to be prosecuted.

## Handheld Procedure:

- Issuing an Original Code Violation Citation:
  - ♦ Officer will select "Issue Code Violation".
  - ♦ At the "Is this a Reinspection? (Y/N)" prompt, the officer will enter "N NO".
  - ♦ The officer enters the relevant details, including location, responsible party, violations, etc.
  - ♦ The code violation notice is printed with a reinspection date automatically calculated (using the court date scheduler feature on the PC software).
- Issuing a Reinspection Citation:
  - ♦ The officer will have a hard copy report of all the locations scheduled for re-inspection. (This is a report printed from the PC)
  - ♦ For each reinspection, the officer will select "Issue Code Violation".
  - ♦ At the "Is this a Reinspection? (Y/N)" prompt, the officer will enter "Y YES".
  - ♦ In the "Original Inspection No." field, the officer will enter the inspection number from the hard-copy report.
  - ♦ The handheld will search its internal list of original inspections, and will notify the officer if the entered original inspection number was found.
  - ♦ If the original was found, the reinspection notice will have the information from the original (location, responsible party, violations, etc.) copied into it.
  - ♦ The officer must scroll through the copied fields, until the "Violation Corrected?" prompt is presented.
  - ♦ At the "Violation Corrected?" prompt, the officer enters "Y YES" if all the violations were corrected and no further action is required, or "N NO" if one or all the violations have not been corrected.
  - ♦ If the officer enters "N NO" at the "Violation Corrected?" prompt, the prompt "Grant Extension?" will be presented. If the officer enters "Y YES", then a notice with another reinspection date will be printed. If the officer enters "N NO", then the inspection notice will be forwarded to the D.A. or other agency for prosecution.

PC Procedure:

- Create the list of reinspections
  - ♦ Select *Transfer*|*Make Transfer File*, or click the *Make Transfer File* icon.
  - ♦ Make sure the *Make This File - Yes* radio button is selected in the REINSPECTION1 and REINSPECTION2 tabs on the transfer file parameters screen.
  - ♦ Make sure the *Make This File - No* radio button is selected in all other tabs of the transfer file parameters screen.
  - ♦ Click *OK*.
- Copy the reinspections to the proper location for compilation:
  - ♦ Select *Transfer*|*Copy Transfer File to Disk*, or click the *Copy Transfer File...* icon.
  - ♦ Click *OK*.
- Compile the reinspections list:
  - ♦ Select *Special Enforcement*|*Make Composite Hot Lists* or click the *Make Composite Hot Lists* icon.
  - ♦ Click *OK*.
- Generate the Hard Copy summary report of reinspections:
  - ♦ Select *Reports*|*Officer Log Report*.
  - ♦ Check the *Use Transfer Files* check box. This will display a list of available files. Double click the file *INSPECTIONS REINSPECT1*.
  - ♦ Click *OK*. The report will be generated and displayed.
- From within the report viewer, click *Print* to print a hard copy.
  - ♦ Load new reinspection list to handhelds/unload inspections from handhelds.
  - ♦ Put the handhelds in communications ready mode.
  - ♦ Select *Handheld*|*Daily Contact Functions* for click the *Handheld Daily Contact Functions* icon.
  - ♦ Click *OK*.
- Create the list of reinspections to be prosecuted:
  - ♦ Select *Transfer*|*Make Transfer File*, or click the *Make Transfer File* icon.
  - ♦ Make sure the *Make This File - Yes* radio button is selected in the PROSECUTION tab on the transfer file parameters screen.
  - ♦ Make sure the *Make This File - No* radio button is selected in all other tabs of the transfer file parameters screen.
  - ♦ Click *OK*.
- Generate the Hard Copies of all inspections to be prosecuted:
  - ♦ Select *Reports*|*Violation Printout Report*
  - ♦ Check the *Use Transfer Files* check box. This will display a list of available files. Double click the file *INSPECTIONS PROSECUTION*.
  - ♦ Click *OK*. The report will be generated and displayed.
  - ♦ From within the report viewer, click *Print* to print a hard copy.

# AutoISSUE OCR Specification

Rev D

June, 2000

For effective use of OCR printing on citations using the AutoCITE hand-held computers, several factors must be considered. Foremost is the document handling equipment that will be used to scan the citations and read the OCR characters. The second factor is definition and placement of the data elements to be scanned by the document handling equipment.

Equipment differences and data requirement differences make it imperative that a comprehensive test of the citation and the document handling equipment be conducted. To accomplish this, Enforcement Technology, Inc. requires written specification of what data elements need to be printed in OCR string and the position of those characters relative to the top right-hand corner of the citation. The attached sample specification is provided for reference.

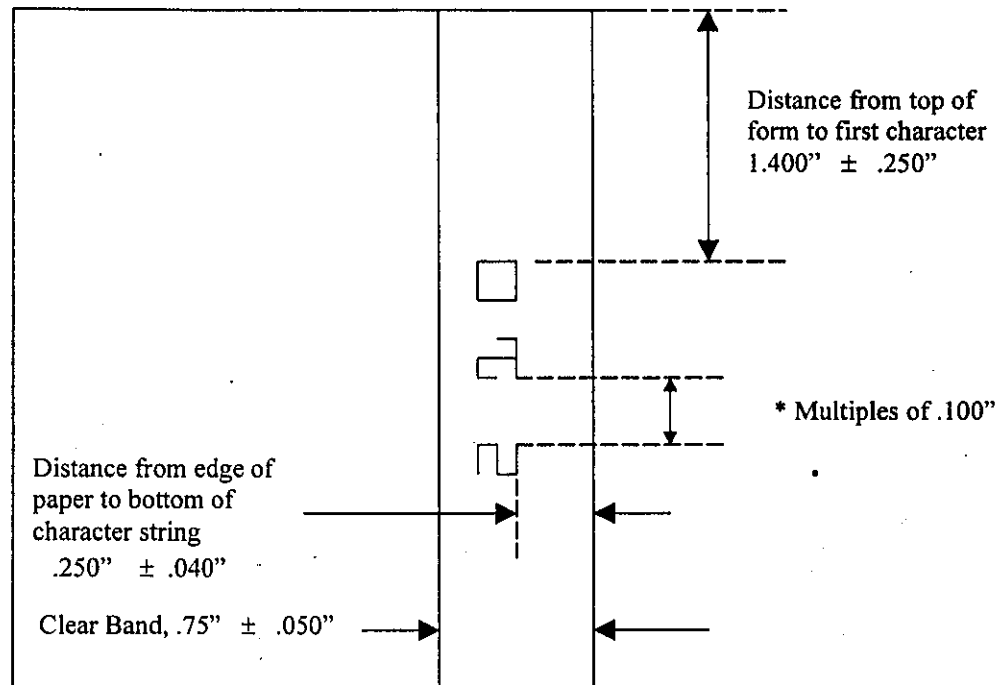
Once a written specification is received, reviewed and accepted by Enforcement Technology, Inc. we will produce 100 sample tickets with the specified data in the specified location printed in OCR A character font.

In the context of remittance processing, before Enforcement Technology will deliver the system and perform the installation and training of the AutoISSUE system, these samples must be tested on the remittance processing equipment to be used by the issuing agency. *The results of this test must be recorded and these document saved, half to be kept by the issuing agency and half to be returned to the engineering offices of Enforcement Technology, Inc. to serve as an acceptance criteria for any future remittance processing questions. Enforcement Technology will guarantee any equipment purchased, under a purchase order, from Enforcement Technology, Inc. will produce similar documents with corresponding OCR characters, providing results consistent with the sample test data and adhering to the documented specifications.* Enforcement Technology cannot be responsible for physical alterations of the tickets due to the effects of the environment and handling. Exposure to moderate weather does not constitute physical alteration. Document processing and equipment changes may effect the readability of the documents and the sample set of documents will again provide a measurement standard for any future remittance processing equipment.

# AutoISSUE OCR Specification

Rev D

June, 2000



\* Notes: OCR-A characters are .100" wide and .100" inches high.  
Placement of characters is limited to multiples of .100".

Data elements specification to be supplied by customer.  
Example: starting from the bottom of the string

<u>Field</u>	<u>Length</u>
Citation Number	9 characters
Spaces	2 Ch
Fine	6 Places, implied decimal (last 2 positions)